

OFFER FORM ACTED *MOLDOVA*

Tender N° (filled in by ACTED): T/67FMA/O3R/ECR/CHS/01-08-2023/002

Order ID (filled in by ACTED): OF/67FMA/O3R/ECR/CHS/DRR/19-06-2023

Date (filled in by Bidders):

To be Filled by Bidder (COMPULSORY)

Company's Name (as per registration documents)	
Company Authorized Representative's Name (as per registration documents or duly signed Power of Attorney)	
Company Registration Number	
Registration body	
Company's mailing address Shop/Office/Building No Street name City Governorate/province/district Country	
Commercial representative for the bid (if different from authorized representative)	
Phone contact number Landline Mobile No	
Email address	

I undersigned (to be filled in by Bidders) _____
agree to provide ACTED, non-profit NGO, with items answering the following specifications, according to the general conditions and responsibilities that I engage myself to follow.



PLEASE FILL IN THE FOLLOWING TABLES, ONE FOR EACH LOT:

- If the items have not been divided into lots, the Bidder must submit offer for the entirety of the deliverables indicated in the call for tender.

UNIT AND TOTAL PRICES MUST BE INCLUSIVE OF ALL COSTS (ACCOMMODATION, TRAVEL, PER DIEM, APPLICABLE TAXES, ETC.).

PLEASE ATTACH ANY TECHNICAL PROPOSAL AS PER ATTACHED TERMS OF REFERENCE.

LOT 1: RRC Consultancy - Moldova

N°	Deliverable	Unit ¹	ACTED Quantity	Proposed Quantity (If different) (1)	Unit Price excluding taxes (MDL/EUR) (2)	Unit Price including all costs & taxes (MDL/EUR) (3)	Total Price excluding taxes (MDL/EUR) (1) x (2)	Total Price including all costs & taxes (MDL/EUR) (1) x (3)
1 Selection criteria	Development of 2 Selection Criteria; one for the relevant LPAs and the second for the CBO	Service	1					

¹ Please note that ACTED service contracts are based on an obligation of result, and not based on time consumption. Therefore, ACTED will not consider offers based on man-days as a unit. Offers must be submitted all costs and taxes inclusive for each deliverable.



<p>2 Training</p>	<p>Design 5 DRR/M training modules targeting LPAs including the development of the pre-post tests for all the training modules. These modules should focus on the following concepts:</p> <p>1- Introduction to Disaster Risk Reduction (DRR) and Governance:</p> <p>This module should provide an overview of DRR concepts, principles, and the importance of integrating DRR into governance practices. Key topics to cover may include understanding disaster risks, the role of LPAs in DRR, DRR international standards, and the relationship between DRR and governance.</p> <p>2- Assessing Local Risks and Vulnerabilities:</p> <p>This module should focus on equipping participants with the skills and knowledge to conduct risk assessments and identify vulnerabilities within their locality. Topics may include hazard identification, vulnerability assessment techniques, and the use of data and information for risk analysis.</p> <p>3- Developing DRR Strategies and Action Plans:</p> <p>This module should guide participants in the process of formulating effective DRR strategies and action plans. Key topics may include setting DRR goals and objectives, identifying priority areas, stakeholder engagement, and integrating DRR into development planning.</p> <p>4- Implementing DRR Measures and Interventions:</p> <p>This module should cover the implementation aspects</p>	<p>Service</p>	<p>1</p>					
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	<p>of DRR, emphasizing practical measures and interventions that LPAs can undertake to reduce risks and enhance resilience. Topics may include early warning systems, infrastructure resilience, community-based approaches, mainstreaming DRR, and monitoring and evaluation.</p> <p>5- Building Partnerships and Collaboration: This module should emphasize the importance of partnerships and collaboration in DRR efforts. Topics may include engaging with local communities, coordinating with relevant stakeholders (e.g., NGOs, civil society organizations), establishing inter-agency collaboration, and fostering public-private partnerships.</p>							
	Deliver the training to 50 LA staff in DRR/M in a series of five trainings (5 trainings X 2 Groups X 3 Days)	Service	1					
	Write the post training report	Service	1					
	Design relevant training module to streamline the integration of DRR/M in CSOs interventions and capacities within the Moldovan context	Service	1					
	Deliver the training to representatives of 50 CSOs (1 training X 3 days X 2 groups)	Service	1					
	Deliver a one day simulation training for 100 representatives of CSOs and LPAs	Service	1					



	Write the post training report	Service	1					
3 DRR strategy development	Lead six co-creation workshops to develop DRR/M strategies	Service	1					
	Bilateral support to LPAs to co-create an evidence based DRR strategy	Service	1					
	Compile the final strategy products	Service	1					
4 Final Report	Write the assignment final report	Service	1					
Total Price <i>(MDL/EUR)</i>								

DELIVERY CONDITIONS:

	DELIVERY CONDITIONS REQUESTED BY ACTED	DELIVERY CONDITIONS OFFERED BY THE BIDDER IN THE TECHNICAL OFFER (if different)
DELIVERY DATE (either X days/months from contract signature or fixed date DD/MM/YYYY)	<u>83.5 WORKING DAYS FROM CONTRACT SIGNATURE TO BE DONE</u>	
TRANSPORTATION MEAN (if travelling to field location is required) Point of departure Expected travel distance (km/miles) Mode (road/air/sea) Vehicle brand, model & year or flight number	<u>CHISINAU / ANENII NOI RAION</u> <u>APPROX. 36KM FROM CHISINAU</u> <u>ROAD – BY CAR WITH DRIVER PROVIDED BY ACTED</u>	

BIDDER'S CONDITIONS:


	GENERAL CONDITIONS RECOMMENDED BY ACTED	GENERAL CONDITIONS OFFERED BY THE BIDDER (if different)
VALIDITY OF THE OFFER	<i>At least 3 months</i>	
TERMS OF PAYMENT	<u>AFTER THE FULL SERVICE COMPLETION</u>	

Name of Bidder's Authorized Representative: _____

Authorized signature and stamp: _____

Date: _____

