



Mediterranean
Action Plan
Barcelona
Convention



CALL FOR CONSULTANCY N°42/2024_SPA/RAC

**TERMS OF REFERENCE FOR THE PROVISION OF
CONSULTANCY SERVICES**

**“MONITORING AND ASSESSMENT ELEMENTS FOR THE IMAP
COMMON INDICATORS ON BENTHIC HABITATS FOR THE
THREE HABITAT TYPES (POSIDONIA, CORALLIGENOUS, AND
MAERL)”**

October 2024

**This call for consultancy document is available only in English.
Offers should be made in English.**

TECHNICAL SPECIFICATIONS

I- CONTEXT AND JUSTIFICATION

1.1. The Specially Protected Areas Regional Activity Centre

The Specially Protected Areas Regional Activity Centre (SPA/RAC) was established by the Contracting Parties to the Barcelona Convention in order to assist the Mediterranean countries in implementing the Protocol concerning Specially Protected Areas and Biological Diversity in the Mediterranean (SPA/BD Protocol) of the Barcelona Convention². Tunisia has been hosting the Centre since its establishment in 1985.

The Centre works under the auspices of the United Nations Environment Programme / Mediterranean Action Plan (UNEP/MAP) - Barcelona Convention Secretariat, based in Athens, Greece.

SPA/RAC's main objective is to contribute to the protection, preservation and sustainable management of marine and coastal biological diversity in the Mediterranean and, in particular, the creation and effective management of marine and coastal areas of particular natural and cultural value and the conservation of threatened and endangered species of flora and fauna in the Mediterranean.

For more information, please consult: www.spa-rac.org.

1.2. The Integrated Monitoring and Assessment Programme of the Mediterranean Sea and Coast and related assessment criteria (IMAP)

In 2008, the Contracting Parties to the Barcelona Convention, through their COP 15 Decision IG.17/6, committed to progressively applying the Ecosystem Approach for managing human activities impacting the Mediterranean marine and coastal environment. This approach aims to promote sustainable development and achieve Good Environmental Status (GES) for the Mediterranean Sea and its coasts.

A key aspect of implementing the Ecosystem Approach involves monitoring and assessing the status of the marine and coastal environment. To establish a coherent regional framework, the Contracting Parties adopted the Integrated Monitoring and Assessment Programme of the Mediterranean Sea and Coast and Related Assessment Criteria (IMAP) through COP 19 Decision IG.22/7 in 2016.

In line with:

- Decision IG.17/6: "Implementation of the Ecosystem Approach to the management of human activities that may affect the Mediterranean marine and coastal environment".
- Decision IG.20/4: "Implementing MAP ecosystem approach roadmap (Mediterranean Ecological and Operational Objectives, Indicators and Timetable for Implementing the Ecosystem Approach Roadmap".
- Decision IG.21/3: "Ecosystem Approach including adopting definitions of Good Environmental Status (GES) and Targets".
- Decision IG.23/6: "2017 Mediterranean Quality Status Report (MED QSR)".
- Decision IG.24/4: "Assessment Studies" (Annex V: Roadmap and Needs Assessment for the 2023 MED QSR)
- Decision IG.25/3: "Governance" (Annex I: Governance Mechanism for the Implementation of the Ecosystem Approach in the Mediterranean).
- Decision IG.25/10: "MAP Data Policy".
- Decision IG.26/3: "The 2023 Mediterranean Quality Status Report (MED QSR) and a Renewed Ecosystem Approach Policy in the Mediterranean".

the Contracting Parties have updated or developed their national monitoring programmes based on the IMAP Common Indicators, grouped into three clusters: Biodiversity and Non-Indigenous Species (NIS), Pollution and Marine Litter, and Coast and Hydrography. IMAP's 23 Common Indicators primarily focus on state and impact indicators.

Additionally, a significant element of this process involves defining monitoring and assessment scales and identifying key assessment elements such as criteria, thresholds, and baseline values for each IMAP cluster. Hence, regional expertise is needed to develop these components, particularly for the biodiversity indicators, which include marine benthic habitats (CI1 & CI2), using available data to establish baselines and threshold values.

In this context and within its Programme of Work for 2022-2023, SPA/RAC conducted a study to evaluate their implementation status (UNEP/MED WG.547/11) and assess the possibility of proposing monitoring and assessment elements with the support of the Biodiversity Online Working Group (OWG) for benthic habitats. The study analysed the information on the implementation status of the IMAP CIs indicators related to marine habitats: CI1 - Habitat distributional range and CI2 - Condition of the habitat's typical species and communities. The analysis was based on an extensive documentation research and consultation process with the national experts on the IMAP and MSFD implementation and specialists of the Reference list of habitats and typical species.

II- OBJECTIVE

The main objectives of the assignment are:

- To revise the existing, scales of monitoring, scales of assessment, assessment methodologies, assessment criteria, and develop baseline and thresholds values for IMAP CIs related to benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl) based on MedQSR 2023 recommendation.
- To, coordinate, moderate, and compile the results of the work conducted by the dedicated working groups to discuss and agree scales of monitoring, scales of assessment, assessment methodologies, assessment criteria, and develop baseline and thresholds values for IMAP for CI1 and CI2 for the benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl); and

The outputs will be reviewed and discussed by the Meeting of the Ecosystem Approach Correspondence Group on Monitoring (CORMON) for biodiversity and fisheries in April 2025.

III- TASKS TO BE UNDERTAKEN

The consultant will be responsible for the following tasks:

1. Prepare a detailed work plan and timetable.
2. Revise the existing monitoring scale and further develop adequate assessment scales, assessment methodologies, and assessment criteria for the IMAP Common Indicators (CIs) related to benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl).
3. Develop baseline and threshold values for the IMAP CIs related to benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl).
4. Coordinate meetings and communication among the dedicated working groups for CI1 and CI2.
5. Coordinate, moderate, and compile the results of the work conducted by the dedicated working groups regarding the habitat types (Posidonia, Coralligenous, and Maerl).
6. Prepare working documents based on the results of the working groups' efforts.
7. Contribute and assist the secretariat during the CORMON Biodiversity 2025.

IV- EXPECTED DELIVERABLES

The consultant will work under the direct supervision of the SPA/RAC EcAp projects Officer, the overall supervision of the SPA/RAC director.

- Deliverable 1: Work plan and timetable;
- Deliverable 2: Scales of monitoring, scales of assessment, assessment methodologies and assessment criteria;
- Deliverable 3: Baseline/reference and thresholds values; and
- Deliverable 4: Final versions following governance meetings.

The contract implementation will need about 25 (twenty- five) working days (WD) starting from the date of the contract signature, until the completion of all tasks no later than October 30th, 2025, with the following tentative schedule:

Deliverables	Deadline
Deliverable 1: Work plan and timetable Production of one (1) document detailing the work plan and timetable	One week after the contract signature
Deliverable 2: Scales of monitoring, scales of assessment, assessment methodologies and assessment criteria Production of one (1) document (Word) to establish the scale of monitoring and assessment and the assessment methodologies and assessment criteria for CI1 & CI2 related to benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl)	Draft document: 5 weeks after the contract signature Final document: 7 weeks after the contract signature
Deliverable 3: Baseline and thresholds Production of one (1) document (Word) to establish baseline and thresholds values of the E01/benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl).	Draft document: 11 weeks after the contract signature Final document: 13 after the contract signature
Deliverable 4: Final versions following governance meetings Production of presentations (PowerPoint) Finalization of the updated version of the document following their review at several governance meetings, including the Correspondence Group on Monitoring (CORMON), SPA/BD Focal Points, EcAp Coordination Group (EcAp CG), and MAP Focal Points.	CORMON : April 2025; SPA/BD Focal Points : May 2025; EcAp Coordination Group : September 2025; MAP Focal Points : September 2025.

- All these documents will be elaborated in close collaboration with the experts of the Biodiversity Online Working Group on benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl) via email and virtual meetings.
- These documents must be reviewed and endorsed by several governance meetings (i.e. Correspondence Group on Monitoring (CORMON), SPA/BD Focal Points, EcAp Coordination Group (EcAp CG) and MAP Focal Points). Thus, the draft deliverables will be updated following SPA/RAC reviews as well as the comments from Contracting Parties to the Barcelona Convention presented during the above-mentioned meetings.
- All the deliverables should be elaborated and submitted in English.

This is mainly a desk-based assignment. No missions are envisaged. Any travel or participation to relevant meeting in relation with the present assignment will be decided if necessary. If decided, her/his participation to this meeting will be paid by SPA/RAC.

VII- SKILLS AND EXPERIENCE REQUIRED OF CONSULTANT

One (1) consultant is needed to this assignment with the following profile requirements:

- Advanced experience in benthic habitats' studies and conservation is required;
- Relevant experience in developing (i) monitoring and assessment studies of benthic habitats and (ii) indicators-based assessment of the impacts and pressures on the status of Mediterranean marine environment, is required;
- Good knowledge of the implementation of the Barcelona Convention Ecosystem Approach (EcAp) process /Integrated Monitoring and Assessment Programme (IMAP) is required;
- Good knowledge of the implementation of the EU Marine Strategy Framework Directive – MSFD (2008/56/EC), or having experience in its implementation, is an asset;

ADMINISTRATIVE SPECIFICATIONS

Article 1 – Conditions for participation in the consultancy

Only individual consultants could participate to this consultancy work.

The consultant must prove that he/she has all the legal and professional guarantees required for the performance of this assignment under good conditions.

Only one consultant is required for this assignment.

Article 2 – Composition and presentation of the offer

The submitted offer must include separately: (i) a technical offer, (ii) administrative documents, and (iii) a financial offer.

The services provided as part of this assignment consist of an overall fixed and non-revisable cost.

2.1. **Technical offer**

It must contain:

1. A curriculum vitae including higher education degrees, information and highlighting references to previous relevant works and publications in relation with the assignment.
2. A methodological note on how to approach, conduct and complete the assignment.
3. Works Planning and detailed time schedule, including a chronogram of intervention;

Applicants are encouraged to send references of previous works completed on subjects relevant to the consultancy and send relevant documents by e-mail if those cannot be easily found online.

The selection process may include interviews (through Skype or phone), as well as a pre-selection phase followed by requests for complementary information / negotiation if required.

2.2. **Administrative documents**

The administrative offer should include the following administrative documents:

1. A cover letter outlining the consultant's suitability for the job;
2. Document certifying the ability to practice this profession (registration certificate, for example) according to the legislation of their country with the tax number on it.
In cases where the bidder has an academic profession (Researcher or University teaching staff), a sworn statement that he/she is complying with the law applicable to taxes and fees in force in his/her country would be accepted.
3. A sworn statement that the bidder is in no situation that could in any way be incompatible with the mission or compromise independence in carrying out the mission; and
4. Terms of reference signed (date, signature of the provider at the end of the document).

If the original administrative documents are not in English or French, it should be provided with additional copies translated into English or French by a sworn translator.

Should any of the administrative documents be missing, the tenderer will be contacted to complete the missing offer documents within a period of ten (10) days. If after a period of ten (10) days, the documents are still not complete the offer will be eliminated.

2.3. **Financial offer**

The financial offer must be expressed in US Dollars, in both tax-free and all tax-included prices. It should include all the costs connected to the provision of the service

The financial offer should also include the following documents:

- submission letter, using the template attached in Annex 1; and
- the details of the global price using the template in Annex 2.

Article 3 – Submission

Offers must be received electronically at the following e-mail address: procurement@spa-rac.org, with the date of electronic transmission as the reference, and indicating in the subject line:

“Call for consultancy N°42_2024 SPA/RAC - Monitoring and assessment elements for the IMAP Common Indicators on benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl) – ‘Applicant name’”.

The deadline for receiving proposals is set for **October 21, 2024, at 23:59 UTC+1 (Tunis Time)**. Any proposal received by SPA/RAC after this date and time will not be considered.

Article 4 – Additional information

Should questions or need for clarification related to these terms of reference and their content arise, bidders may submit a written request by e-mail to: procurement@spa-rac.org; cc: car-asp@spa-rac.org, no later than five (5) calendar days before the deadline for the proposal submission.

Article 5 – Terms of payment

The fees/payments relating to this contract, the amount of which is set out in the tender, will be paid within 30 days of receipt of the invoice and related supporting documents and/or validation by the SPA/RAC. The terms of payment are as follows:

- 50 % will be paid upon submission of the draft version of deliverable 1,2 & 3 and after the review and approval of SPA/RAC; and
- 50 % will be paid upon submission of final version of all deliverables, taking into consideration comments raised during technical meetings (i.e. CORMON, SPA/BD focal points, EcAp Coordination Group) and after the review and approval of SPA/RAC. This payment is also conditioned by a certificate of the final acceptance from SPA/RAC that the service provider has accomplished all its contractual obligations and duties to SPA/RAC’s satisfaction.

All payments will be made by bank transfer after the receipt of an invoice from the contractor. Payments shall be made to a bank account held by the contractor.

Article 6 – Evaluation procedure

The evaluation will be based on combined technical and financial criteria as follows:

6.1. Technical evaluation

The technical offer(s) will be first examined, while the financial offer(s) remain sealed. Applications will be evaluated based on the following criteria:

- (i) Individual consultant(s) experience and diploma;
- (ii) the methodology proposed for conducting the mission, and
- (iii) the planning and detailed time schedule (including a chronogram of intervention).

	Criteria	Scoring
Experience	Experience and knowledge of the Mediterranean context of benthic habitats as well as studies of monitoring and assessment of benthic habitats	55 points maximum (12 points/study + 2 Additional points/study including the Mediterranean region and/or countries)

		No similar studies	0 points <i>(In this case the offer is eliminated)</i>
Diploma		The titles of Master or PhD in marine biology or environmental sciences, geography, economics, social sciences, political science, law, development studies or related discipline	5 points maximum
		A university degree in the abovementioned or related disciplines	3 points
		No university degree in the above-mentioned or related disciplines	0 point <i>(In this case the offer is eliminated)</i>
The methodology proposed for conducting the mission, the planning and detailed time schedule (including a chronogram of intervention)	a. The methodology proposed for conducting the mission	Methodology clearly presented, well developed and meets the study terms of reference and objectives	20 points maximum
		Methodology clearly presented, fairly well developed and meets the study terms of reference and objectives	10 points
		Methodology not well developed but meets the terms of reference and objectives	5 points
		Methodology not clearly presented and does not meet the study terms of reference and objectives, or No methodology presented	0 point (in this case, the tender is eliminated)
	b. the planning and detailed time schedule (including a chronogram of intervention)	Realistic planning clearly presented, coherent with the time schedule considering the requested time for reports validation and with the chronogram of intervention	20 points maximum
		Realistic planning but more or less well presented, fairly coherent with the time schedule and with the chronogram of intervention	10 points
		Planning unclearly presented, doesn't respect the deadline, or no planning, or no time schedule or no chronogram of intervention	0 points (in this case, the tender eliminated)
	Total score (100 points maximum)		

Any offer that has not attained the minimum score of 80 points will be eliminated.

In the event of no offer obtains 80 points or more, the call for consultancy will be declared unsuccessful.

6.2. Financial evaluation

Once the technical evaluation has been completed, the financial offers of applicants that have not been eliminated during the technical evaluation will be examined.

The evaluation committee will check that the financial offers do not contain any obvious arithmetical errors. Any possible obvious arithmetical errors will be corrected, and the corrected figures will be taken into consideration.

The evaluation committee will then proceed to a financial comparison. The lowest financial offer that is judged acceptable will receive 100 points. The other offers will be attributed a score based on the following equation:

$$\text{Financial score} = (\text{amount of the lowest accepted offer} / \text{amount of the considered offer}) \times 100$$

6.3. Conclusions of the evaluation committee

The choice of the best offer is achieved by weighting the technical and financial scores using a distribution key of 80/20 basis. To this end:

- The technical score will be multiplied by a coefficient of 0.80.
- The financial score will be multiplied by a coefficient of 0.20.

The weighted technical - financial scores thus calculated will be added to ascertain the offer with the best technical and financial score.

If two offers obtain the same weighted technical-financial scores, preference will be given to the applicant in the following order:

- having obtained the best technical score.
- having obtained the best score for methodology.
- having obtained the best total score for experience and qualifications of the consultant.

Article 7 – Monitoring, control and validation of the work

The consultants will work under the supervision of SPA/RAC. The consultants will submit draft version of each deliverable as indicated in section 5 (Deliverables and deadlines). The consultants will submit the final version of deliverables considering the SPA/RAC and Concerned CPs inputs as indicated in section 5 (Deliverables and deadlines) of the technical specifications.

Article 8 – Deadline for the execution of the mission

The contract implementation will need about 25 (twenty- five) working days (WD) starting from the date of the contract signature, until the completion of all tasks no later than October 30th, 2025 with the following tentative schedule:

Deliverables	Deadline
Deliverable 1: Work plan and timetable Production of one (1) document detailing the work plan and timetable	One week after the contract signature
Deliverable 2: Scales of monitoring, scales of assessment, assessment methodologies and assessment criteria Production of one (1) document (Word) to establish the scale of monitoring and assessment and the assessment methodologies and assessment criteria for CI1 & CI2 related to benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl)	Draft document: 5 weeks after the contract signature Final document: 7 weeks after the contract signature
Deliverable 3: Baseline and thresholds	Draft document: 11 weeks after the contract signature

Production of one (1) document (Word) to establish baseline and thresholds values of the EO1/benthic habitats for the three habitat types (Posidonia, Coralligenous, and Maerl).	Final document: 13 after the contract signature
Deliverable 4: Final versions following governance meetings Production of presentations (PowerPoint) Finalization of the updated version of the document following their review at several governance meetings, including the Correspondence Group on Monitoring (CORMON), SPA/BD Focal Points, EcAp Coordination Group (EcAp CG), and MAP Focal Points.	CORMON : April 2025; SPA/BD Focal Points : May 2025; EcAp Coordination Group : September 2025; MAP Focal Points : September 2025.

Article 9 – Penalty

In the absence of completion by the tenderer of the services at his charge within the contractual deadlines envisaged in Article 10 (Deadline for the execution of the mission), it will be applied as of right and without notice, a penalty of one three hundredth (1/300) of the total amount of the contract for each calendar day of delay.

The amount of the late penalties will be deducted from the accounts. The amount of the penalties is capped at 5% of the total amount of the contract. When this limit is reached, SPA/RAC reserves the right to terminate the contract at the service provider's fault, in accordance with Article 18 (Cancellation conditions), and without that the service provider can raise disputes or claim any compensation.

Article 10 – Intellectual property rights, ownership of document

All legal rights throughout the world in works or inventions created by the provider in connection with the consultancy will remain the property of SPA/RAC. The provider recognizes that such rights include, but are not limited to, copyright and other rights in written material, sound and video recordings (including films), maps, photographs, etc. as well as patents and other rights in inventions, and that the said rights enable SPA/RAC to control and authorize, where appropriate, all publications, publicity material and other exploitation of the said works and inventions.

All the plans, drawings, software, photos, videos, data, presentations, study reports and any other documents, elaborated and submitted by the provider to SPA/RAC for the execution of the present contract, will become and remain the property of SPA/RAC, and the consultant will submit all of them to SPA/RAC.

The provider does not have the right to use or copy the products resulting from this consultancy whatever their form or their media, without the explicit written non objection of the SPA/RAC.

Article 11 – Arbitrage, dispute settlement

Every dispute arising from or in connection with this contract execution shall be solved by way of amicable negotiations by the parties. The contract is deemed to have been made in Tunisia and to be subject to Tunisian law. In case of dispute, the Court of Tunis is competent.

Article 12 – Liability and insurance

SPA/RAC does not accept any liability for acts of third parties, accidents, sickness, losses of any kind, however caused arising during the implementation of the specific actions and the production of the relative outputs expected. The bidder confirms that themselves or any involved staff will be covered by appropriate insurance.

Article 13 – Force majeure

Force majeure means any event outside the control of a party so that it is impossible for one party to carry out his obligations or the implementation of these obligations becomes so difficult that it is considered to be impossible to carry them out under such circumstances.

The party which invokes force majeure must inform its co-contractor within seven (7) days of its occurrence so that the contractual deadline will be suspended with a joint agreement between the parties for the period which is covered by the case of force majeure.

SPA/RAC has a right to assess the circumstances of the impediments invoked by the holder as a case of force majeure to see if they are convincing, and if this should not be the case, then the days of discontinued work will be accounted for as days of delay.

Failure by either party to fulfil any of its contractual obligations does not entail a contract termination or failure to fulfil its contractual obligations if such a failure is due to a case of force majeure, if the party that finds itself in such a situation has done the following:

- a. has taken all the reasonable precautions and measures to allow it to comply with the terms and conditions of the contract; and
- b. has informed the other party of the event, as soon as possible. Any timeline given to a party for the execution of its contractual obligation will be prolonged by a period which is equal to the period during which that party was prevented from fulfilling its obligations.

Any timeline given to a party for the execution of its contractual obligations will be prolonged by a period which is equal to the period during which that party was unable to fulfil its obligations due to the case of force majeure.

Article 14 – Cancellation conditions

SPA/RAC could cancel this contract through a notification in writing addressed to the tenderer after one of the events indicated in the following paragraphs:

- a) no respect of the deadline of the execution in application of Article 8 (Deadline for the execution of the mission);
- b) in the case described in the Article 9 (Penalty) when the amount is capped at 10% of the total amount of the contract;
- c) non-conformity to the content of the service listed in the technical specification of the present tender documents;
- d) If the tenderer goes bankrupt or into receivership;
- e) If, after a case of force majeure, the holder is unable to execute a substantial part of the Services for a period equal to at least sixty (60) days;
- f) If the tenderer was involved in corruption or fraudulent manipulations in order to obtain the contract or during the execution of the contract. For the purpose of the clause: a person is guilty of “corruption” if he/she offers, gives, solicits or accepts any kind of advantage in order to influence the action of a public official during the selection or the execution of the contract; and undertakes “fraudulent manipulations” which distort or denature the facts so as to influence the selection or the execution of the contract to the detriment of the borrower; by “fraudulent manipulations” is meant any agreement or collusive manipulation of the tenderers (before or after submitting the proposals) so as to artificially maintain the prices of the tenders at levels which do not correspond to prices which would have resulted from free and open competition and which deprive the borrower of the advantages of free and open competition; or
- g) If SPA/RAC, on its own initiative and for any reason whatsoever, decides to terminate the contract.

Article 15 – Conflict of interests

15.1. Prohibition of incompatible activities

The contract tenderer, the personnel and agents must not engage, directly or indirectly, during the contract implementation period, in professional or commercial activities which could be incompatible with the activities with which they have been entrusted due to the present contract.

15.2. Non-participation of the holder and his associates in certain activities

The tenderer and his associates are prohibited, during the contract duration and at the end of the contract period, to provide good, works or services means for any project stemming from the Services or closely connected with the present contract services (except for the implementation of the present contract services and their continuation).

Article 16 – Provisional and final acceptance

The provisional acceptance is pronounced after complete completion of the services covered by this consultancy i.e., after the completion of the service described in sections III and IV of the technical specifications, and Article 11 (Deadline for the execution of the mission). The provisional acceptance will be pronounced only in the case of complete conformity deemed conclusive by SPA/RAC and a provisional acceptance report issued by the SPA/RAC no later than 30 days from receipt of the deliverables and at the written request of the service provider and the signing of a report of completion of the work/services jointly by the service provider and SPA/RAC. The Service Provider shall, however, correct any deficiencies identified by the SPA/RAC upon completion of the various phases.

Final acceptance will be given one (1) month after the date of provisional acceptance without reservation of the contract. The final acceptance certificate will only be delivered once the service provider has fulfilled all his obligations resulting from sections III and IV of the Technical Specifications and after corrections of all deficiencies signalled by SPA/RAC.

ANNEX 1

SUBMISSION LETTER

I, the undersigned (Expert) of
..... recorded in the commercial register on under the number
..... Domiciled at After having taken
due note of the dossier documents of the call for tenders N° launched by
....., pertaining to a mission of

I hereby pledge to execute the requested services in conformity with the provisions defined in the documents referred to, for the prices as established by myself without taking into account the taxes and knowing that the stamp duties and registration are to be covered by the insurer.

The total price of my bid is (.....) USD Dollars.

I take due note of the fact that you are not obliged to proceed with the tendering procedure and that I cannot claim a compensation.

I pledge that the conditions in my tender will remain valid for a period of one hundred and twenty days (120 days) starting from the day after the date for the deadline for the receipt of tenders.

SPA/RAC pledges to pay the amount after the signing of a convention into the bank current account of the Bank In the name of Under the number of
..... RIB (BIC - IBAN)
.....

In, on

(Name, first name and function)

Right for submission

(Signature and official stamp)

ANNEX 2

DETAILS OF TOTAL PRICE

The bidder, in support of its bid, should provide a breakdown of each unit price according to the following model:

Designation	Unit price	Tasks 1		Tasks 2		Tasks 3 ...		Total Tasks (1+2+3...)	
		Duration	Sub-total	Duration	Sub-total	Duration	Sub-total	Duration	Sub-total
Fees									
Expert									
Other costs									
Travel and accommodation									
Other costs necessary for the proper execution of the present consultancy									
Sub-total / task (excluding VAT)									
TOTAL Excluding VAT									
VAT Amount									
TOTAL All Taxes Included									

Amount of the offer excluding Tax is fixed at the sum of

Amount of the VAT is fixed at the sum of

Amount of the offer is fixed at the sum ofAll Taxes Included (ATI).

(Signature and official stamp of the bidder)