CONTRACT FOR INTELLECTUAL SERVICES
N° ARB-2026-0314

Agence Française de Développement
5 Rue Roland BARTHES
75012 PARIS

Subject-matter: Integrated Water Resources Management and Food Security in Egypt

Deadline for submission of offers

Date: le 06/10/2026
Time: 12:00 (Paris Time)

Rules of the procurement procedure

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1. Subject-matter of the contract

This consultancy is required to prepare projects addressing food security challenges in Egypt. Specifically, the NDP IV project, for which the AFD has received a loan request from the Egyptian government.

The contract is being awarded to fund studies related to these food security challenges in Egypt. The services involved include, in particular: preparing the terms of reference and the tender dossier for the technical assistance contract supporting AFD financing for the National Drainage Program IV - Phase I (NDP IV) project; preparing the concept note for funding this technical assistance through the Blue Mediterranean Partnership (BMP); preparing the European Union application form for the "Transforming Irrigation Assets" facility; and supporting the AFD project team in dialogue with counterparts and co-financiers.

Place of implementation of the services: EGYPTE/Country of the Contractor.

1.1 Structure of of the contract

The contract will not be divided into lots. The services will be covered by a single contract, as the subject matter of the contract does not allow for the identification of distinct services.

Nor is this contract divided into stages.

The estimated budget for the completion of all services is €114,293 excluding VAT.

1.2 Duration of the contract – Time extension – Implementation deadlines

The duration of the contract, the terms for extension, and the implementation timeframes are set out in the single contract.

1.3 Contract for similar services

Services similar to those covered by this Contract may be awarded to the same Contractor via a contract concluded without prior advertising or competitive tendering, in accordance with the conditions set out in the Public Procurement Code.

2. Organization of the procurement procedure

2.1 Procurement procedure

This procurement process is conducted in accordance with Articles R. 2123-1 and R. 2123-5 of the Public Procurement Code, using an adapted procedure that allows for negotiation at the contracting authority's discretion.

The contracting authority will evaluate the candidates' tenders based on the specified selection criteria and will select the three candidates with whom to negotiate, provided a sufficient number of candidates are available.

In accordance with Article R. 2144-3 of the Public Procurement Code, the verification of candidates' professional suitability, economic and financial standing, and technical and professional capabilities may be carried out at any stage of the procedure, and no later than prior to the award of the contract.

Following these negotiations, the contracting authority will select the most economically advantageous tender based on the award criteria defined in these tender regulations.

2.2 Provisions related to consortia

The contract will be awarded to either a single company or to a consortium of companies.

If the contract is awarded to a consortium, the co-agent will be jointly and severally liable for each of the consortium members.

Possibility of submitting several offers for the contract by acting both as individual candidates and as members of one or more consortia:

☐ Yes

☑ No

Or as members of several consortia:

☐ Yes

☑ No

2.3 Authorised variants

Variant offers submitted by tenderers within the meaning of the Public Procurement Code are not permitted.

2.4 Required variants

No required variants are foreseen.

2.5 Detailed changes to the standard bidding documents

The Contracting Authority reserves the right to make minor amendments to the tender documents no later than five days before the deadline for the submission of tenders. Tenderers must then submit their tenders based on the amended documents and may not raise any claims in this regard. If the deadline for the receipt of tenders is postponed while candidates are reviewing the documents, the preceding provision shall apply with reference to the new date.

2.6 Offer validity period

The period of validity of the offers 180 days from the deadline for the submission of the final offer.

3. Contents of the standard bidding documents

The consultation documents comprise the following items:

- the consultation rules
- the application form
- the single contrat and its financial annexes named DPGF
- the Terms of References and any associated annexes

The tender dossier is drafted in French and translated into English. In the event of a discrepancy, the French

version prevails. The French version will be signed and will constitute the reference document.

4. Access to standard bidding documents

The contracting authority informs candidates that the bidding documents are in electronic form.
The Bidding Documents for Companies (Dossier de Consultation des Entreprises - DCE) can be consulted and downloaded free of charge at the following address: https://www.marches-publics.gouv.fr/

In order to be able to unzip and read the documents made available by the contracting authority, economic operators must have at their disposal the softwares allowing them to read the following formats:

- Compressed files to *.zip standard (readable by Winzip, Quickzip)
- Adobe® Acrobat® *.pdf (readable by Adobe Reader software)
- *.doc or *.xls version 2000-2003 (readable by Microsoft Office or OpenOffice)
- Rich Text Format *.rtf
- If necessary, the DWF format (readable by Autocad software, or viewers such as Autodesk DWF viewer,... .).

When downloading the bidding documents, it is recommended for the company to create an account on the electronic platform where it will provide the name of the bidding organisation and an e-mail address in order to keep it informed of any changes that may occur during a procedure (adding a document to the DCE, sending a list of answers to the questions received...).
The candidate is informed that only the copy of the bidding documents held by the contracting authority is authentic.

5. Submission of applications and offers

Candidates will be required to submit the following documents in the French language.

5.1 Required application documents:

Each candidate must submit:

1- the application form attached to this document, accompanied by the following documents:

a) Sworn statement certifying that the candidate does not fall under any of the cases mentioned in Articles L. 2141-1 to L. 2141-5 or Articles L. 2141-7 to L. 2141-10 of the Public Procurement Code (document in the appendix)
b) Where applicable, the document(s) relating to the powers of the person authorized to bind the company
c) In the event of a consortium, the document authorizing the lead member, signed by the members of the consortium
d) In the event of subcontracting, the subcontracting declaration (template attached to the Single Contract)

The candidate may prove its financial capacity with any other document deemed equivalent by the contracting authority if he is objectively unable to submit part of the information related to its financial capacity.
In the event where a candidate wishes to use the professional, technical, and financial capacities of any intervening party (subcontractor in particular) to justify its own capacity, the candidate shall submit the

documents related to these intervening parties described in the abovementioned article. He shall also prove that he will benefit from the intervening party's capacities for the implementation of of the contract with a written undertaking from the intervening party.

In accordance with article R. 2143-16 of the Public Procurement Code, candidates shall submit a French translation of all documents drafted in another language as part of their application.

Candidates are made aware that, in accordance with article R. 2143-13 of the Public Procurement Code, they are not required to provide supporting documents that the contracting authority can directly obtain through:

- An electronic system of provision of information managed by an official body, provided that access to this system is free and, if need be, that necessary information pertaining to the access to this information are contained in the standard bidding documents;
- A digital storage space, provided that all the information necessary to its consultation is included in the standard bidding documents and that access to it is free of charge.

In addition, in accordance with the provisions of article R. 2143-14 of the Public Procurement Code, candidates are not required to provide to the contracting authority supporting documents and means of proof which have already been transmitted during a previous procurement procedure and which remain valid.

Finally, in accordance with the provisions of Article R. 2143-4 of the Public Procurement Code, the contracting authority agrees that candidates may submit their applications in the form of a single European market document (DUME) established in accordance with the model laid down by the European Commission Regulation establishing the standard form for the single European market document, in place of the declaration on honour and the information mentioned in Article R. 2143-3.

Candidates may create or reuse a DUME in its electronic version via the following URLs: https://ec.europa.eu/tools/espd/ OU https://dume.chorus-pro.gouv.fr/

Its is specified that the contracting authority does not allow candidates to solely indicate that they have the required aptitude and capacities in the DUME without providing specific information on them.

5.2 Documents necessary for the selection of the offer

Candidates must submit the following documents:

1. A Single Contract (CU) (attached; to be completed, dated, and electronically signed)

Information regarding the use of electronic signatures:

Tenderers are requested not to use an electronic signature that prevents the addition of another electronic signature.

The candidate shall also specify the nature and value of the services it intends to subcontract, as well as the list of subcontractors it proposes to submit to the contracting authority for approval and acceptance.

2. The financial document named DPGF.
3. A methodological note or technical proposal in English, drafted based on the template provided in the "Mandatory Response Framework" annex below.

Candidates are reminded that deliverables must be prepared and submitted in English.

Not all documents provided by the contracting authority in the tender dossier need to be returned with the tender. Only the documents listed above, along with their annexes and the Contract duly completed by the tenderer, must be submitted with the tender.

Candidates are reminded that signing the Single Contract (CU) constitutes acceptance of all contractual documents.

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Where:
PPPPP is the name of the document (if the name is long, please use initials—e.g., MT for Technical Proposal, FC for Application Form).
SSS is the name of the tenderer (or the lead member in the case of a consortium). Shorten to initials if too long.
In general, tenderers are asked to limit the number of characters in document filenames to a maximum of approximately 70 characters, while adhering to the guidelines above.

6. Evaluation of applications, offers and award of the contract

6.1 Evaluation of applications

The AFD reserves the right to analyze the offers prior to the applications. In such a case, it may limit the review of application documents to the candidate to whom it intends to award the contract.

The criteria for the admissibility of applications are:

1. Technical and financial guarantees and capacities
2. Professional capacities

Applications that do not demonstrate sufficient financial, technical, and professional guarantees in relation to the subject matter of the services are deemed inadmissible.

6.2 Evaluation of offers

The evaluation criteria of offers are weighted as follows:

Service prices: Definition and assessment of the criterion: The maximum score (35) will be awarded to the candidate who submitted the lowest financial bid. The other candidates will receive a score calculated using the following formula: N = 35 x (OMD/OAN) où N is the candidate's score, OMD the amount of the lowest bid, OAN the offer amount to be noted	**35/100**
Quality of the methodology: Definition and assessment of the criterion: Quality and relevance of the methodology proposed for the delivery of the services.	**25/100**
Quality of profiles: Definition and assessment of the criterion: Quality of the profiles assigned to the performance of the services.	**35/100**
Environmental & Social Criterion	**5/100**

The modalities of the negotiation are defined in the article *Procurement procedure*.

During these negotiations, the successful candidates may be invited as many times as necessary by the contracting authority, under strict conditions of equality, to specify, supplement or amend their tenders without making any substantial changes to the specifications.

The AFD reserves the right to organize several rounds of negotiations with the selected candidates.

The AFD also reserves the right to award the contract on the basis of the initial offer, without negotiation.

6.3 Award of the contract

Prior to the signing of the contract, and in accordance with article R2144-7 of the Code of public procurement, the successful tenderer must transmit on the supplier attestation collection tool that has been provided by the contracting authority (Provigis tool) the following documents requested:

• A valid document attesting to the effective registration of the structure (extract K-bis or equivalent);

• A valid certificate issued by the competent authorities certifying that the candidate is up to date with his social obligations (URSSAF, RSI, AGESSA, MDA...);

• The nominal roll of foreign workers outside EC or posted, employed by the structure or failing that a certificate on the honour of non-employment of foreign workers outside EC (dated less than 6 months);

• A valid tax certificate issued by the competent authorities certifying that the candidate is up to date with his or her tax obligations;

• Valid civil and/or professional liability insurance certificate.

In order to satisfy this last obligation, the candidate established in a State other than France must produce a certificate issued by the administrations and bodies of the country of origin. Where such a certificate is not issued by the country concerned, it may be replaced by a declaration on oath, or in States where such an oath does not exist, by a solemn declaration made by the person concerned before the competent judicial or administrative authority, a notary or a qualified professional body of the country.

If the candidate fails to provide these documents before the deadline, his offer shall be rejected and he shall be eliminated from the process.

The next candidate will then be requested to provide the required certificates prior to the award of the contract.

7. Submission requirements for applications and offers

Documents may be submitted electronically only to the following address: https://www.marches-publics.gouv.fr/.

The reference time zone will be (GMT+01:00) Paris, Brussels, Copenhagen, Madrid.

Each submission will be subject to a certain date of receipt and an electronic acknowledgement of receipt.

It is recommended to connect to the platform at least 2h before the date of submission of the offers. In case of difficulty or technical problem please contact the platform PLACE support (https://www.marches-publics.gouv.fr).

Prepare in advance:

Need for a digital certificate - Advance configuration of the workstation - recommendation to prepare with the test Procurement procedure.

In the event of an electronic response, the electronic signature of certain documents is required.

The bidder must have previously purchased an electronic certificate. Obtaining an electronic certificate takes several days or even weeks. If the bidder does not have a valid electronic certificate as part of the response to an electronic contract it is imperative that the bidder request it in advance.

It is also strongly recommended that the bidder take steps to ensure that its electronic response is filed on time. A test of the workstation configuration and test procurements are available on the platform.

Accepted file formats:

In the case of electronic submission of a response, the documents provided must be in one of the following formats, otherwise the offer will be inadmissible:

- Proprietary Microsoft office automation format compatible with version 2003 (.doc,.xls and.ppt),
- Universal text format (.rtf),
- PDF format (.pdf),
- Image formats (.gif,.jpg and.png),
- Format for plans (.dxf and.dwg).

Any document containing a computer virus will be subject to security archiving and will be deemed never to have been received. The relevant candidate will be informed. Under these conditions, candidates are advised to have their documents checked by an anti-virus software before submitting them.

Electronic signature of the response files:

The bidder's documents must be signed electronically, as detailed below.

In accordance with the decree of 22 March 2019 on the electronic signature of public procurement contracts, the candidate must comply with the conditions related to:

- the signature certificate of the signatory,
- the signature tool used (software, online service, initials where applicable), which must produce electronic signatures in accordance with regulatory formats. (see annex)

General reminders: ZIP file and scanned signature:

Documents transmitted electronically will be re-materialized after the opening of the envelopes. Applicants are informed that the award of the contract may result in the handwritten signature of the contract paper.

- Each file to be signed must be signed individually, so that each signature can be verified independently of the others,
- A signed zip file is not accepted as equivalent to the signature of each document that constitutes the zip file,
- A scanned handwritten signature has no value other than that of a copy and cannot replace the electronic signature.

Backup copie :

Candidates may also send, within the deadline for the submission of offers, a backup copy on electronic physical medium (CD-Rom, DVD-Rom, USB key) or in paper format. This copy shall be sent to the address below, in a sealed envelope and must include the following information: "backup copy", the identification of the procedure concerned and the company's contact details:

Département des Achats Groupe (DAG)
Procedure n°: ARB-2026-0314
5 Rue Roland Barthes
75012 Paris
FRANCE

The documents in the backup copy must be signed (for documents whose signature is mandatory). If the physical medium chosen is paper, the signature shall be handwritten. If the physical medium chosen is electronic, the signature shall be electronic.

This backup copy may be opened in the cases described in Article 2 II of the decree of 22 March 2019 setting out the procedures for making procurement and backup documents available.

The unopened envelopes containing the backup copy will be destroyed at the end of the procedure by the contracting authority.

8. Additional information

To obtain all additional information related to this procurement procedure, candidates should send their request in due time:

- Electronically, exclusively on the electronic platform, at the following URL: https://www.marches-publics.gouv.fr/

Only requests sent at least 8 days before the deadline for receipt of offers will be answered by of the contracting authority.

A response will be sent no later than 6 days before the deadline for receipt of offers to candidates who have downloaded the bidding documents from the electronic platform after having previously identified themselves.

For information on the submission of electronic offers, please refer to article *Requirements for sending and submitting applications and/or offers* in this document.

ANNEX: DECLARATION ON HONOUR

I, the undersigned.....

Acting in the capacity of .....

Name and address of the company: .....

.....

.....

a) declares on his honour:

☐ be the legal representative of the company identified in the legal documents

☐ or hold an authorisation authorizing it to engage the company in the context of this consultation (delegation of signature communicated

b) declares on his honour that he does not fall into one of the cases of exclusion provided for in articles L. 2141-1 to L. 2141-5 or articles L. 2141-7 to L. 2141-10 of the Public Procurement Code.

Please note: When an economic operator is, during the procurement procedure, subject to one of the exclusion cases mentioned in Articles L. 2141-1 to L. 2141-5, Articles L. 2141-7 to L. 2141-10 or Articles L. 2341-1 to L. 2341-3 of the Public Procurement Code, he shall inform the contracting authority without delay of this change in situation.

Documents of proof available online:

Link at which supporting documents and means of proof are directly accessible free of charge, as well as all the information necessary to access them:

- Link: .....

- Information necessary for access: .....

.....

.....

c) declare on my honour that I am not, and that none of the members of my consortium, nor of my suppliers, contractors, consultants and subcontractors, appear on the lists of financial sanctions adopted by the United Nations, the European Union and/or France, in particular as part of the fight against terrorist financing and violations of international peace and security and undertake to inform the Agency without delay of any change in the situation.

Done at .....

On .....

Signature.....

.....

Annex: Imposed response framework

The Supplier's responses must not exceed 20 pages (excluding CVs, Environmental considerations and annexes).

These responses must comply with the following requirements:

A – Summary of your offer

A.1 - Understanding the AFD's expectations
A.2 - Summary of the steps of your involvement
A.3 - General timetable of the assignment

B - Strengths and added value of your offer to carry out this assignment

This section must, in particular, present the past experience of the company and/or the experts involved in structuring international development projects funded by the AFD and the European Union.

C - Detailed description of your offer

C.1 - Detailed description of the content of the proposed steps (diagnosis, analyses, scenarios, action plan, reporting...)
C.2 - Resources deployed
C.3 - Instances and practical procedures for managing the assignment
C.4 - Detailed table of deliverables
C.5 - Detailed planning

D - Recommendations of the service provider for the successful completion of the assignment

E - Overview of the team to be working on the assignment

E.1 - Team composition and allocation of responsibilities among its members
E.2 - CVs of the speakers (maximum 3 pages per speaker)

F – Environmental considerations

In accordance with environmental considerations described in the Contrat Unique
F.1 – Environmental action to be implemented with the Services

ANNEX: REQUIREMENTS RELATED TO THE SIGNATURE CERTIFICATE

Signature certificate:

The signatory's signature certificate must comply with the "eIDAS" regulation or equivalent and comply with the required level of security. The RGS (General Safety Standard) has been replaced by the "eIDAS" regulation since 1 October 2018.
However, candidates who already have an "RGS" certificate can still use it until the end of its validity period.

- Case 1: Certificate issued by a " trusted " Certifying Authority - No proof required

The signature certificate is issued by a Certifying Authority mentioned in the following list of trust:
https://www.ssi.gouv.fr/administration/visa-de-securite/

European candidates will also find the complete list of service providers on the list of trust maintained by the European Commission:
https://webgate.ec.europa.eu/tl-browser/#/tl/FR

In this case, the bidder does not have to provide any proof on the signature certificate used to sign its response.

- Case 2: The electronic signature certificate is not referenced on a trusted list - Different supporting documents to be provided

The electronic platform accepts all electronic signature certificates with security conditions equivalent to those of the General Security Repository (GRS) and "eIDAS".
The candidate ensures by himself that the certificate he uses is at least compliant with the security level defined by the General Security Standard (GSR) or "eIDAS", and provides the supporting documents in his electronic response.
The candidate also provides all the technical elements allowing to the contracting authority to ensure the good technical validity of the certificate used.

Thus, the signatory must transmit with his electronic response the following elements:

(a) any element allowing verification of the quality and security level of the signature certificate (proof of the qualification of the Certifying Authority, certification policy, address of the website where the Certifying Authority is referenced),

(b) the technical tools for verifying the certificate (complete certification chain to the root Certification Authority, download address of the last update of the certificate revocation list).

It is specified that all these elements must be free of charge for the buyer to access and use, and must be accompanied, if necessary, by clear instructions for use.

Signature tool used to sign files:

The regulations allow the bidder to use the signature tool of his choice.

- Case 1: The bidder uses the platform signature tool - No justification required

The platform includes an electronic signature tool, which produces signature tokens in the regulatory format XAdES.

In this case, the bidder does not have to provide any justification on the electronic signatures transmitted and the signature tool used.

- Case 2: The bidder uses a signature tool other than the one integrated into the platform - Different supporting documents to be provided

When the candidate uses a signature tool other than the one provided on the platform, he or she must comply with the following two obligations:

a) Produce XAdES, CAdES or PAdES signature formats.

(b) Enable verification by transmitting in parallel the elements necessary to verify the validity of the signature and the integrity of the document, free of charge.

ATTENTION: Candidates should be aware that the use of an electronic signature must not conflict with the article “Conditions for sending and submitting applications and tenders”, paragraphs “Accepted file formats”. As such, it is recommended to use a “detached” signature when the signature tool allows it; to submit a document in an accepted format.

It is specified that all these elements must be free of charge for the buyer to access and use, and must be accompanied, if necessary, by clear instructions for use.