CONTRACT NOTICE

CONTRACT TITLE: Selection of an External Epidemiology Expert (NCD Surveillance) for the implementation of Project A_T_3.2_0066 – CAREMED

REF. 01_2026/A_T_3.2_0066_E64H23001000007

LOCATION: ITALY

1. Procedure

SIMPLIFIED PROCEDURE

2. Project title

CAREMED – Community-based Approach for Resilient Mediterranean Health

Financed by: Interreg NEXT MED Programme (EU)

3. Contracting Authority

ICU - Istituto per la Cooperazione Universitaria, Viale G. Rossini 26, 00198 Rome

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CONTRACT SPECIFICATION

4. Contract description

The overall objective of this consultancy is to strengthen the use of existing Health Information Management Systems (HIMS) and NCD surveillance practices in the CAREMED target countries, namely Tunisia, Lebanon and Türkiye. The consultancy will support the effective implementation, monitoring and evaluation of the Active Patient Care Model (APCM) through improved use of routine health information.

Under ICU's supervision and in close collaboration with the project partners in Tunisia, Lebanon and Türkiye, the Epidemiology Expert will provide technical assistance for the implementation of this assignment.

As part of the technical offer, the consultant shall propose a detailed methodology for the implementation of the assignment. The methodology should be adapted to the objectives of the consultancy and to the national contexts of Tunisia, Lebanon and Türkiye, and should combine document review, qualitative and quantitative data collection methods, stakeholder consultations and participatory approaches.

CONDITIONS OF PARTICIPATION

5. Number of tenders

No more than one tender can be submitted by a natural or legal person whatever the form of participation (as leader or member of a consortium submitting a tender).

In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

6. Grounds for exclusion

As part of the tender, tenderers will be requested to sign the Declaration on honour on exclusion criteria and selection criteria annexed to the tender dossier.

Tenderer included in the lists of EU restrictive measures (see EU Sanctions map) at the moment of the award decision cannot be awarded the contract.

7. Sub-contracting

Subcontracting is not allowed.

PROVISIONAL TIMETABLE

8. Provisional commencement date of the contract

September/October 2026

9. Implementation period of the tasks

The period of implementation of the contract will be 15 months.

SELECTION AND AWARD CRITERIA

10. Selection criteria

Selection criteria will be applied to the tenderers.

In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise.

Selection criteria assess the minimum capacity of the tenderer to perform the contract.

All criteria below are **mandatory**.

Failure to meet any of the following will result in exclusion from further evaluation.

The selection criteria for each tenderer are as follows:

Professional and technical capacity of the tenderer:

- Legal and professional status: The candidate must be legally entitled to provide consultancy services as an independent professional and must be able to issue valid invoices in accordance with the applicable tax and legal requirements. The assignment will be governed by a consultancy/service contract and will not constitute an employment relationship.
- Supporting evidence: Proof of registration as a self-employed professional, consultant, company or equivalent legal status enabling the issuance of invoices.
- University degree in Medicine, Public Health, Epidemiology, Biostatistics, Health Informatics or another relevant disciplines;
- At least five (5) years of proven professional experience in epidemiology, public health, health information systems or related fields.
- Demonstrated professional experience in at least two of the following areas:
    - *Non-Communicable Disease (NCD) surveillance;*
    - *Health Information Management Systems (HIMS);*
    - *Public Health Monitoring;*
    - *Epidemiological data collection, management and analysis.*
- Participation in at least three (3) assignments involving the analysis, interpretation and reporting of health and epidemiological data.
- Excellent analytical and technical report writing skills.
- Excellent command of written and spoken English.

11. Award criteria

The offers received will be evaluated according to this **award criteria:**

- **BEST PRICE- QUALITY RATIO**
    - **60% PRICE**
    - **40% QUALITY RATIO**

Quality ratio will be evaluated based on the following criteria:

No.	Evaluation Criteria	Max Score	Evaluation Method / Scoring

1	Demonstrated experience in designing and delivering training and capacity-building activities for healthcare professionals.	20	Extensive and highly relevant experience = 20 pts; Good relevant experience = 15 pts; Limited relevant experience = 10 pts; No demonstrated relevant experience = 0 pts.
2	Experience in developing assessment toolkits and data collection instruments for public health programmes (e.g. questionnaires, interview guides, checklists, assessment templates or assessment protocols).	20	Extensive and highly relevant experience = 20 pts; Good relevant experience = 15 pts; Limited relevant experience = 10 pts; No demonstrated relevant experience = 0 pts.
3	Experience in designing monitoring and evaluation frameworks, including the development of performance indicators and reporting systems for health programmes.	20	Extensive and highly relevant experience = 20 pts; Good relevant experience = 15 pts; Limited relevant experience = 10 pts; No demonstrated relevant experience = 0 pts.
4	Previous experience in EU-funded projects or other international cooperation programmes.	15	Extensive experience = 15 pts; Good relevant experience = 10 pts; Limited relevant experience = 5 pts; No demonstrated relevant experience = 0 pts.
5	Experience providing technical assistance to Ministries of Health, public health agencies or other governmental health institutions.	10	Extensive experience = 10 pts; Good relevant experience = 7 pts; Limited relevant experience = 3 pts; No demonstrated relevant experience = 0 pts.
6	Previous professional experience in the Mediterranean region or in low- and middle-income countries.	10	Extensive experience = 10 pts; Good relevant experience = 7 pts; Limited relevant experience = 3 pts; No demonstrated relevant experience = 0 pts.

7	Advanced knowledge of statistical software and data visualisation tools (e.g. R, Stata, SPSS, Power BI or equivalent).	5	Advanced knowledge of multiple relevant tools = 5 pts; Good knowledge of at least one relevant tool = 3 pts; Basic knowledge = 1 pt; No demonstrated knowledge = 0 pts.
	TOTAL TECHNICAL QUALITY SCORE	**100**	

TENDERING

12. Deadline for submission of tenders

The deadline for submission of tenders is 31.08.2026, 12:00 hours (CET) / Rome Time.

13. Tender format and details to be provided

Tenders must be submitted using the standard tender form included in the tender dossier.

The tender must be accompanied by a declaration of honor on exclusion and selection criteria using the template available with the tender dossier.

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

14. How tenders may be submitted

Tenders must be submitted in English exclusively to ICU, using the means specified in the section 'Information for the tenderer' of the tender dossier.

Tenders submitted by any other means will not be considered.

15. Alteration or withdrawal of tenders

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

16. Operational language

All written communications for this tender procedure and contract must be in English.