CONTRACT NOTICE

CONTRACT TITLE: TECHNICAL EXPERT FOR WISEMED PROJECT IN JORDAN

REF. 03_2026/A_T_2.3_0390_E51D23000190007

LOCATION: AMMAN, JORDAN

1. Procedure

Simplified Procedure

2. Project title

WISEMED – Mediterranean Joint Water Management and Conservation Sustainable Solutions.

Financed by: Interreg NEXT MED Programme (EU)

3. Contracting Authority

ICU Italy, Viale Gioacchino Rossini, 26, 00198 Rome, Italy

CONTRACT SPECIFICATION

4. Contract description

The Technical Expert in Jordan, with experience in cooperation projects and strong expertise in accounting, administrative and financial management, will support the financial and operational coordination of WP4 and WP5 activities in Jordan.

He/she will contribute to budget monitoring, reporting of activities under WP4 and WP5, administrative follow-up, data collection and coordination with the National Agricultural Research Center (NARC), Jordanian partner of the project, and local stakeholders, ensuring compliance with project procedures and donor requirements.

In addition, he/she will support ICU, NARC staff and external experts by facilitating coordination and knowledge-sharing activities at transnational level, including the preparation of reports, the organisation of training activities and field exchange visits to be implemented in Jordan.

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 2026

9. Implementation period of the tasks

The **intended starting date** is the **20th of September 2026** and the period of implementation of the contract will be **14 months from this date**.

SELECTION AND AWARD CRITERIA

10. Selection criteria

N/A

11. Award criteria

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

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

Quality will be evaluated based on the following criteria:

No.	Evaluation Criteria	Max Score	Evaluation Method / Scoring
1 Education & Academic Qualifications – 20 POINTS			

1.1	Level of academic qualification in a relevant field (Business Administration, Political Science, Finance, Accounting, or related)	**10**	• Master's degree or higher = 10 pts • Bachelor's degree = 6 pts • Other relevant qualification = 3 pts • None = 0 pts
1.2	Relevance of academic background to the assignment	**10**	• Directly relevant field = 10 pts • Partially relevant field = 5 pts • Not relevant = 0 pts
2 Professional Experience in Cooperation Projects - 30 POINTS			
2.1	Years of professional experience in cooperation/development projects	**15**	• 5+ years = 15 pts • 3–4 years = 10 pts • 2 years = 6 pts • Less than 2 years = 0 pts
2.2	Experience in EU-funded projects (ENI / ENI CBC MED or equivalent)	**10**	• 2+ EU-funded projects = 10 pts • 1 EU-funded project = 6 pts • Non-EU international donors only = 3 pts • None = 0 pts
2.3	Experience in financial/administrative management and budget monitoring within projects	**5**	• Demonstrated experience = 5 pts • Partial experience = 3 pts • None = 0 pts
3 Thematic Experience - 20 POINTS			
3.1	Experience in agriculture, water management, irrigation systems, or sustainable water resource management	**10**	• 3+ projects in sector = 10 pts • 1–2 projects = 6 pts • Indirect/limited exposure = 3 pts • None = 0 pts
3.2	Experience working with institutional clients (NGOs, public sector, international organisations)	**10**	• 3+ institutional clients = 10 pts • 1–2 institutional clients = 6 pts • Private sector only = 3 pts • None = 0 pts
4 Technical Skills & Tools - 20 POINTS			

4.1	Proficiency in Microsoft Office (Excel, Word) and data management tools	**10**	• Advanced Excel & Word skills with demonstrated use = 10 pts • Intermediate proficiency = 6 pts • None = 0 pts
4.2	Knowledge of Jordanian Labour Law, tax regulations, and social security procedures	**10**	• Demonstrated knowledge = 10 pts • General knowledge = 6 pts • None = 0 pts
5 Language Skills - 10 POINTS			
5.1	Proficiency in Arabic and English (written and spoken)	**10**	• Fluent in both = 10 pts • Fluent in one, basic in the other = 6 pts • Basic in both = 3 pts • None = 0 pts
TOTAL QUALITY SCORE		**100**	

Only technical offers attaining 55/100 points will be evaluated at the financial stage.

Summary of Quality Sections

Section	Maximum Points
Education & Academic Qualifications	**20**
Professional Experience in Cooperation Projects	**30**
Thematic Experience	**20**
Technical Skills & Tools	**20**
Language Skills	**10**
TOTAL	**100**

TENDERING

12. Deadline for submission of tenders

The deadline for submission of tenders is the **1st of September of 2026, at 11:00 AM / Amman time**.

13. Tender format and details to be provided

Tenders must be submitted using the standard tender form included in the tender dossier identified as "**B) FORMAT OF OFFER TO BE PROVIDED BY TENDERER**".

The tender must be accompanied by a declaration of honour 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, except what is requested in the tender dossier.

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.