



Call for Expression of Interest  
for co-financing preparation of feasibility studies and/or PDDs  
for CDM projects under the bilateral cooperation  
between the Italian Ministry for the Environment, Land and Sea and  
the Macedonian Ministry of Environment and Physical Planning

## **CALL FOR EXPRESSION OF INTEREST**

Roma – Skopje, 2008

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## **1. BACKGROUND**

Under the Kyoto protocol and based on the "EU Burden- Sharing" Agreement, Italy has committed itself to reduce the emissions of greenhouse gases by 6% during the commitment period 2008-2012 against the base year level.

The Clean Development Mechanism (CDM) is a project-based mechanism under the Kyoto protocol (Article 12). The purpose of the Clean Development Mechanism is to assist Parties not included in Annex I to the UNFCCC in achieving sustainable development and in contributing to the ultimate objective of the UNFCCC, as well as to assist Parties included in Annex I in achieving compliance with their quantified emission limitation and reduction commitments under Article 3 of the Kyoto Protocol.

Republic of Macedonia is a Party to the United Nations Framework Convention on Climate Change and has ratified the Kyoto Protocol on 18 November 2004. Furthermore, the Republic of Macedonia is making a significant effort to implement all the crucial changes in the relevant legislation and institutional structure for a full implementation of the Kyoto Protocol through the Clean Development Mechanism.

Considering that the co-operation in the field of the CDM under Article 12 of the Kyoto Protocol will result in an efficient contribution to the sustainable development and in the reduction of greenhouse gases emissions, the Ministry for the Environment, Land and Sea of the Republic of Italy and the Ministry of Environment and Physical Planning of the Republic of Macedonia signed a Memorandum of Understanding (MoU) in order to maintain and enhance bilateral co-operation in the field of environment and sustainable development on the basis of equality, reciprocity and mutual benefit.

Therefore, in order to implement the Annex II to the Memorandum of Understanding between the Italian Ministry for the Environment, Land and Sea and the Macedonian Ministry of Environment and Physical Planning on "Cooperation in the field of environment and sustainable development" the Macedonian Ministry of Environment and Physical Planning issues a Call for Expression of Interest for co-financing preparation of feasibility studies and/or PDDs for the identified CDM projects in the Republic of Macedonia.

## **2. GOAL OF THE CALL FOR EXPRESSION OF INTEREST**

The main aim of the Call of Expression of Interest is to select and co-finance the Italian and Italo-Macedonian companies that have technical and other (listed below) capacities to develop feasibility studies and/or PDDs as a first step within the CDM development process for the following selected projects in the Republic of Macedonia:

1. GEOTHERMAL DISTRICT HEATING SCHEME "BANSKO";
2. THREE SMALL HYDRO – POWER PLANTS IN MACEDONIA;
3. LFG RECOVERY AND FLARING AT SIX LANDFILLS - BUNDLING PROJECT ACTIVITY;
4. ENERGY EFFICIENCY IN SILMAK THROUGH CDM PROJECT ACTIVITIES;
5. METHANE RECOVERY FROM MANURE HANDLING – BUNDLING PROJECT ACTIVITY.

## **3. PROCEDURE**

The Call for Expression of Interest will be conducted pursuant the procedure and the criteria set by the Joint Committee provided in the Appendix I to the Annex I to the Memorandum of Understanding between the Italian Ministry for the Environment, Land and Sea and the Macedonian Ministry of Environment and Physical Planning and in accordance with the EU legislation (EU Directive 2004/18/EC).

The Call for Expression of Interest will be issued by the Macedonian Ministry of Environment and Physical Planning through one phase procurement procedure. Applicants will be invited to express their interest in preparing feasibility study and/or PDD for a specific project/s and to respectively justify their administrative, technical and financial capacity, as well as to identify the sustainable development criteria that will be positively affected during the realization of the project. The Joint Committee will review the documentation received from the Applicants and select the companies that fulfill the conditions listed below in this document to be co-financed in the preparation of the feasibility studies and/or PDDs for the potential CDM projects in the Republic of Macedonia.

After finishing the evaluation procedure, the selected companies will stipulate a contract with the Ministry of the Environment and Physical Planning of Republic of Macedonia (Contract Authority) in order to allocate the financial assistance for the preparation of the feasibility study and/or PDD.

#### **4. COMMUNICATION AND INFORMATION SESSION**

All communications concerning this Call shall be forwarded in written form and in English to:

The Macedonian Ministry of Environment and Physical Planning,  
Str. Drezdenska 52  
1000 Skopje,  
Republic of Macedonia

The contact person is:

Teodora Obradovic - Grncarovska  
Ministry of Environment and Physical Planning  
Str. Drezdenska 52  
1000 Skopje,  
Republic of Macedonia  
Tel: ++389 2 3066 930, ext. 109  
Fax: ++389 2 3066 931  
[T.Grncarovska@moepg.gov.mk](mailto:T.Grncarovska@moepg.gov.mk)

Additional information can be obtained from:

Mr. Giorgio Mattiello  
Program Manager  
Republic of Italy - Ministry for the Environment, Land and Sea  
Task Force for Central and Eastern Europe  
Gjuro Gjakovic 27  
1000 Skopje, Macedonia  
tel/fax +389 2 3112339  
e-mail: [mattiello.giorgio@minambiente.it](mailto:mattiello.giorgio@minambiente.it)

Details on the CDM projects under this Call are available, starting from September 22, 2008, on the web site of the Ministry of Environment and Physical Planning of the Republic of Macedonia:

**www.moepp.gov.mk, English main page, on the Clean Development Mechanism (CDM) section**

and on the web site of the Ministry for the Environment, Land and Sea of the Republic of Italy:

**www.minambiente.it** searching for "CDM **Portfolio** Macedonia 2008" from the search engine on the Home Page (Italian and English versions)

## **5. DOCUMENTS REQUIRED FOR THE EXPRESSION OF INTEREST**

Applicants are required to submit the complete documentation listed below. In case an incomplete documentation is submitted, the Joint Committee reserves the right to reject the Expression of Interest.

If the Applicants are applying jointly, the Lead Applicant needs to be clearly identified. In case of participation as a temporary association of companies or as a not yet formally established consortium, the legal representative of each company shall undertake, in case of selection, respectively to grant full power of legal representation to the Lead Applicant to sign the financing contract on behalf of the temporary association, or to establish the consortium.

The Applicants need to submit the listed items with the Expression of Interest:

- a. Cover letter (Attachment I)
- b. General information (Attachment II)
- c. Proof of legal existence - recent extract from a Professional or Trade Register, or equivalent documentation
- d. Declaration on exclusion criteria (Attachment III)
- e. Proof of financial capacity (year-end balance sheets and profit and loss accounts for the past 3 financial years), with summary table for selected indicators over the past 3 years (Attachment IV)
- f. Reference list of key projects carried out by the Applicant (Attachment V)
- g. Resumes (EC format) of the project team members, with summary table (Attachment VI)

If applying for more than one project, the Applicant can provide a single copy of items c., d., e., f. In case of joint Applications (e.g. consortium), Applicants are required to submit - for each project, in case of application for more than one project - a single Attachment I (cover letter) and a single Attachment VI (Project team members) while supplying separate information under items b., c., d., e., f..

In the case of joint Applications, the proposed project team should be the expression of the specific expertise of the Applicants.

The Joint Committee may request the submission of additional information concerning the submitted documentation for clarification purposes.

## **6. SELECTION CRITERIA**

Applicants will be assessed on the following criteria:

### **6.1 Exclusion criteria**

#### Ineligibility

Any Applicant who is unable to fulfill the requirements as of Article 45 of Directive 2004/18/EC will be excluded from participation if he:

- a) is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors, who has suspended business activities or who is in any analogous situation arising from a similar procedure under national laws and regulations;
- b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding-up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws or regulations;
- c) has been convicted of an offence concerning his professional conduct by a judgment which has the force of res judicata;
- d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify;
- e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the Italian legislation or legal provisions of the country in which he is established;
- f) has not fulfilled obligations relating to the payment of taxes in accordance with the Italian legislation or with the legal provisions of the country where he is established;
- g) is guilty of serious misrepresentation in supplying or failing to supply the information that may be required under this Call for Expression of Interest on the criteria for qualitative selection.

#### Registration

According Article 2 of the Annex I to the Memorandum of Understanding between the Italian Ministry for the Environment, Land and Sea and the Macedonian Ministry of Environment and Physical Planning, the Applicants, Italian and Italo-Macedonian companies, must prove enrolment in a professional or trade register in the Republic of Italy. The relevant professional and trade registers or declarations or certificates in Italy are the "Registro della Camera di commercio, industria, agricoltura e artigianato", the "Registro delle commissioni provinciali per l'artigianato" or the "Consiglio nazionale degli ordini professionali". Recent extract from such a register should therefore be submitted.

### **6.2 Qualitative criteria**

#### Technical and professional capacity

The Applicant should possess proven technical and professional capacity in designing and developing CDM projects.

The technical capacity of the Applicant will be assessed by using indicators such as:

- Key expertise/core business of the Applicant/s, years of operations, permanent technical staff;
- Previous experience of the Applicant/s in similar projects;
- Professional experience of the Applicant/s in the Balkan countries;
- Strength of proposed project team (training, professional qualifications, regional experience, years in the business).

#### Financial and economic standing

The financial and economic standing of the Applicant will be assessed based on, amongst others, the following indicators:

- Net equity,
- Net assets,
- Total sales,
- EBIT.

### **6.3 Additional criteria**

A proven interest to invest or to raise investment in the CDM project of interest shall be positively evaluated. Such interest could be expressed e.g. in an official letter or in the Applicant's Board of Directors' minutes.

## **7.SUBMISSION OF THE EXPRESSION OF INTEREST - TIME SCHEDULE AND DEADLINES**

The call for Expression of Interest is opened on September 22, 2008.  
The call for Expression of Interest will be closed on October 24, 2008.

Any EoI not being received by the Joint Committee by this given time will not be considered.

EoI will have to be submitted as hard copy and as electronic version (CD). All documents will have to be submitted in English language and received at the address below:

Address:

Ministry of Environment and Physical Planning of the Republic of Macedonia  
Drezdenska 52 Str, 1000 Skopje  
Republic of Macedonia  
To the attention of Teodora Obradovic-Grncarovska  
with mark: Clean Development Mechanism

not later than 4:00 pm on October 24, 2008

### **7.1. Reimbursement/Liability**

The Contract Authority will not reimburse any cost for the EoI or any expenses in relation to the submission of the EoI.

**ATTACHMENT I: COVER LETTER**

*(to be filled out separately for each project, and jointly in case of joint applications)*

<Letterhead of Applicant >

**Expression of Interest for Preparation of Feasibility Study and/or PDD for CDM Projects**

I/we, the undersigned,.....(name), being the legal representative of ..... (name of the lead Applicant) or acting in the name of .....(specify if consortium, temporary association, etc., with the names of all the partners expressing interest jointly), hereby submit the attached Expression of Interest for evaluation by the Joint Committee.

By doing so I/we apply for co-financing towards the preparation of the Feasibility Study and/or PDD for the **CDM Project** .....(title) in the Republic of Macedonia.

The present Expression of Interest contains the following documents:

Number	Item	Included (yes/no)
<i>Required material</i>		
1.	General information	
2.	Proof of legal existence	
3.	Declaration on exclusion criteria	
4.	Financial statements and financial information summary	
5.	Reference list	
6.	Project team members	
<i>Additional material (please specify)</i>		




I/we hereby certify that the information and the documents provided are true and completely accurate.

*(In case of joint application without a formal consortium)*

In case of a successful application, the Partners bind themselves to establish the proposed consortium or to grant the Lead Applicant full power of legal representation before the signature of the financing contract with the Contract Authority.

Organization (Lead Applicant): .....

Name of legal representative: .....

Signature: .....

Date: .....

Organization (Partner) : .....

Name of legal representative: .....

Signature: .....

Date: .....



**Attachment II: GENERAL INFORMATION**

Applicant data

Company:  
.....

Name:  
.....

Visiting address, zip code + city, country :  
.....

Postal address, zip code + city, country:  
.....

Website URL: .....

Overall no. of Employees: .....

Company's core business: .....

Background of sector in which company has core business:  
.....

Market position of company in this sector (market share, etc):  
.....

**Provide the following information for the staff resources in the project team:**

Name:  
.....

Function / responsibility within the project team:  
.....

Project-specific qualifications and experiences:  
.....

.....

Specific experience in the host country:  
.....

.....

**Registration number Professional or Trade Register + City:**

Date of registration: .....

Bank account number: .....

Bank name: .....

**Contact person:**  
 Name: Mr. /Mrs. ....  
 Title: .....  
 Job title: .....  
 Telephone number: .....  
 Fax number: .....  
 E-mail: .....

**ATTACHMENT III: DECLARATION ON EXCLUSION CRITERIA**  
*(to be filled out separately by each partner in case of joint application)*

The Undersigned .....(name), being the legal representative of .....(name of the Company) hereby acknowledges that .....(name of the Company) shall automatically be excluded from participation if :

- a) is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors, who has suspended business activities or who is in any analogous situation arising from a similar procedure under national laws and regulations;
- b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding-up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws or regulations;
- c) has been convicted of an offence concerning his professional conduct by a judgment which has the force of res judicata;
- d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify;
- e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the Italian legislation or legal provisions of the country in which he is established;
- f) has not fulfilled obligations relating to the payment of taxes in accordance with the Italian legislation or with the legal provisions of the country where he is established;
- g) is guilty of serious misrepresentation in supplying or failing to supply the information that may be required under this Call for Expression of Interest on the criteria for qualitative selection.

The undersigned as legal representative of .....(name of Company),  
 herewith declares that none of the above exclusion criteria applies to  
 .....(name of Company).  
 Upon request of the Contracting Authority, .....(name of Company),  
 will provide documentation proving that none of the above exclusion criteria applies.

Company:.....  
 Name of legal representative: .....  
 Signature .....  
 Date: .....

**ATTACHMENT IV: FINANCIAL INFORMATION SUMMARY**

*(to be filled out separately by each partner in case of joint application)*

Name of the Company: .....

Years	2004	2005	2006
Net equity			
Net assets (Next fixed assets + Net working capital)			
Total sales			
EBIT (Earnings before income taxes)			
Average full-time workforce <i>Of which, technical staff</i>			

Are the annual accounts audited? Yes / No

**Note: Pls. attach year-end complete financial statements (balance sheets and profit and loss accounts) for the past 3 financial years**

**ATTACHMENT V: REFERENCE LIST**

*(to be filled out separately by each partner in case of joint application)*

Name of the Company: .....

Project title	Country	Duration (from month/year to month/year)	Funded by	Short description of the project	Role performed (Lead, partner..)	Number of staff involved	Main expertise involved

**PLEASE START THE LISTING WITH THE PROJECTS IN THE AREA IN WHICH YOU ARE APPLYING.**

**ATTACHMENT VI: RESUME OF THE PROJECT TEAM MEMBER**

*(to be filled out separately for each project, and jointly in case of joint application)*

Project Title: .....

	Company (if applicable)	Key qualification(s)	Years of relevant experience	Experience in the Balkans (Yes/No)
Team Leader				
Expert I				
Expert II				
Expert III				
Expert IV				
Expert V				
....				
...				

**Note: Pls. attach Curriculum Vitae in EC format.**

**[http://ec.europa.eu/europeaid/work/procedures/framework\\_contract/ams451/documents/cv\\_en.doc](http://ec.europa.eu/europeaid/work/procedures/framework_contract/ams451/documents/cv_en.doc)**





**TABLE I: EVALUATION CRITERIA**

<b>Total number of points = 100</b>	
<b>Criterion</b>	<b>Max score of points</b>
Strength of the proposed project team	35
Experience of the Applicant/s in similar projects	20
Economic and financial standing of the Applicant/s	30
Proven interest in investing in the CDM project	10
Experience of the Applicant/s in the Balkan countries	5