

CALL FOR TENDER

Terms of reference to prepare a
Project Document/CEO
Endorsement Package for a
Full-sized GEF Project

The MedFund

in collaboration with MedPAN

February 18, 2021

Point of contact: contact@themedfund.org

THE
MED
FUND



Request for Proposals (RFP)

Date: Thursday, February 18, 2021

Request for Proposals #01_2021. Project Document/CEO Endorsement Package for a Full-sized Project (FSP) entitled: Build back a blue and stronger Mediterranean - GEF focal area: International Waters.

Dear Sir or Madam,

The **Association for the Sustainable Financing of Mediterranean Marine Protected Areas** (hereinafter referred to as "**The MedFund**"), **in collaboration with MedPAN**, is issuing a Request for Proposals (RFP) to prepare a Project Document/ CEO Endorsement Package for a Full-sized GEF funded Project (FSP) entitled: *Build back a blue and stronger Mediterranean*.

The attached RFP contains all the necessary information for interested Offerors.

Offerors **firms and/or consultants** should indicate their interest by submitting a proposal for the anticipated agreement via email to contact@themedfund.org **by 12:00 am CET time on Monday, March 15, 2021**. Late offers will not be considered. Interested offerors can submit questions until **11:59 pm CET, Friday, March 05, 2021** to contact@themedfund.org.

All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work.

COVID 19 Guidelines

Service Provider shall adhere to all applicable international, national or local regulations and advisories governing travel, including safety, health and security measures in effect throughout the Period of Performance.

It is expected that The MedFund and the Offeror will take into consideration and plan around the international, national or local regulations and advisories governing travel, including safety, health and security measures in effect in the countries that the consultant is expected to visit. Virtual consultations are possible and expected where in-person field work is not possible.

Request for Proposals

#01_2021

For the provision of

preparation and writing the Project Document/CEO Endorsement Package for the Full-sized Project (FSP) entitled: *Build back a blue and stronger Mediterranean*

Contracting Entity:
The MedFund

Funded under:
Conservation International (CI) GEF on behalf of the GEF

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Section 1. Instructions and General Guidance

1.1 Introduction

The MedFund, the Contracting Entity, in collaboration with MedPAN, is soliciting offers from Offerors **firms or consultants** to submit proposals to carry out the preparation of the Project Document/CEO Endorsement Package for a Full-sized Project (FSP) entitled: *Build back a blue and stronger Mediterranean*.

OBJECTIVES: This RFP is to prepare the ProDoc and CEO Endorsement Package for the project mentioned above.

BACKGROUND:

The Mediterranean Sea is one of the “hotspots” of global biodiversity. Although it represents less than 1% of the surface of the world’s oceans, the Mediterranean Sea is home to nearly 10% of the world’s marine biodiversity and has a high level of endemism. It contains remarkable diversity and is a vital breeding area for many charismatic, endangered and commercially important pelagic species.

Recovery of species population and improvement of marine habitats have been recorded, notably in marine protected areas (MPAs) and in no-take zones (NTZs) that are well managed and enforced. However, out of more than 1000 existing Mediterranean MPAs very few have shown an increase of fish biomass and biodiversity with benefits for local communities.

While there has been significant progress in expanding the coverage of Mediterranean MPAs, current levels of engagement and investments are not sufficient to secure the long-term and efficient management of existing MPAs, being ineffective in reversing the trends of biodiversity loss and reduction of fish stocks. Only 1.27% of the Mediterranean is effectively protected. Indeed, unmanaged MPAs prevail. Regular monitoring activities are almost limited to a few MPAs mainly in some EU countries. Human, material and financial resources are inadequate, resulting in weak enforcement.

MPAs, when they are well/effectively managed, financed and enforced and with a sufficient part of strong protection, are recognized as effective tools for protecting marine and coastal ecosystems and conserving their biodiversity while simultaneously contributing to the sustainable economic development of local communities, especially related to small-scale fisheries and sustainable tourism.

The MedFund and MedPAN will join their strengths and added value to provide a global and integrated support to the management of Mediterranean MPAs. This integrated support will strengthen the management effectiveness of Mediterranean MPAs by securing access to sustainable financing solutions for MPA management costs while providing technical, organizational, strategic and institutional support to 85% of non European Med MPAs designated and under designation.

It aims to achieve this through three interlinked approaches/strategies, supported by an adaptive project management and monitoring and evaluation approach designed around 4 components :

Component 1 providing long-term financing to 20 nationally designated and under designation MPAs core management costs, together with other funding The MedFund will raise over this period. This will be aligned with The MedFund fundraising strategy.

Component 2 focuses on capacity building of MPAs managers and practitioners and knowledge sharing within the MPA community for improved MPAs management effectiveness and financing, to address global changes and to provide long-term socio-ecological benefits in the Mediterranean.

Component 3 strengthening regional and national governance and cooperation and strategies to promote MPAs as solutions to address global changes and provide socio-ecological benefits. It will create a supportive environment for implementing policy commitments towards MPAs in the Mediterranean, in particular the Barcelona Convention. Bringing together Mediterranean stakeholders, the project will establish a mechanism to promote, support and monitor the implementation of the Post-2020 Mediterranean MPAs Roadmap and will support the 4th edition of the MPA Forum. It will further promote the international, regional and national cooperation between MPA managers and other CTF.

Component 4 will promote adaptive management and project monitoring and evaluation.

The GEF Implementing Agency for this project is Conservation International, (CI-GEF). The two executing agencies are The MedFund and MedPAN.

The MedFund will be the leading Executing Agency for Components 1 and 4, and the MedPAN will be the leading Executing Agency for Components 2 and 3.

The project will secure the long-term effective management of existing MPAs in non-EU countries in the Mediterranean Sea, providing a global and integrated support to the management of Mediterranean MPAs. This integrated support will strengthen the management effectiveness of Mediterranean MPAs by securing access to sustainable financing solutions for MPA core management costs while providing technical, strategic, organizational and institutional support.

Project duration: 60 months

Project budget:

- **GEF Total Grant:** USD \$5 000 000
- **Cofinancing Total:** USD \$34 310 275

Projects details and Project Identification Form can be downloaded from:

<https://www.conservation.org/gef/projects-list/build-back-a-blue-and-stronger-mediterranean>

<https://www.thegef.org/project/build-back-blue-and-stronger-mediterranean>

The MedFund

The MedFund is a private non-profit organization based in Monaco, that provides sustainable funding for marine biodiversity conservation. This Conservation Trust Fund raises and invests financial resources, and uses the interest yield to award grants to NGOs and to national MPA management authorities in various Mediterranean countries.

The MedFund pursues a responsible investment policy that responds to the challenges of a new, more sustainable economy around the Mediterranean basin.

The MedFund's mission is translated into two operational objectives¹ that guide the Fund's actions: 1) Solicit public and private actors to (i) mobilize new funding for the Mediterranean MPAs, independent of the existing ones, and (ii) raise awareness of the role of MPAs; and 2) Contribute to the long-term financing of activities that are poorly funded but essential to the effective management of MPAs, particularly their core management costs.

MedPAN is the network of Marine Protected Areas managers in the Mediterranean. It is a non-profit making organization based in France, established as an association under the French-law. The MedPAN organization currently gathers 131 members and partners from 21 Mediterranean countries. The mission of MedPAN is to actively contribute to the achievement of a representative, connected, integrated and effectively managed system of Mediterranean MPAs, through a strong and active networking of MPA managers and other actors that increases knowledge and capacities of MPAs while improves awareness, MPA policy and funding.

¹ The MedFund. Strategic and Financial Plan 2020 - 2025

1.2 Offer Deadline

Offerors shall submit their offers electronically at the following email address: contact@themedfund.org. Offers must be received no later than **12:00 am CET time on Monday, March 15, 2021**. Offerors are responsible for ensuring that their offers are received in accordance with the instructions stated herein. Late offers will not be considered.

Instruction for Offerors

Offers have to be signed by an authorized representative of the offerors. Proposals and questions can be submitted in French or English languages.

The candidate must submit technical and financial budget for each deliverable (refer the table on 2.2). A breakdown of fees and reimbursable expenses must be presented in the budget.

All proposals must be submitted in one volume, consisting of:

- Technical proposal
- Cost proposal, and
- Offeror Representation of Transparency, Integrity, Environmental and Social Responsibility. This document must be signed by the Offerors or (Offerors representative) and submitted with the Offeror's proposal to The MedFund.

This RFP does not obligate The MedFund to execute a contract nor does it commit The MedFund to pay any costs incurred in the preparation or submission of the proposals. Furthermore, The MedFund reserves the right to reject any and all offers, if such action is considered to be in the best interest of The MedFund.

1.2.1 Technical Proposal

The technical proposal shall comprise the following parts:

- **Part 1: Technical Approach, Methodology and Detailed Work Plan.** This part shall be between 5 and 8 pages long but may not exceed 8 pages.

The Technical Proposal should describe in detail how the Offeror intends to carry out the requirements described in Section 2, Scope of Work (SOW). The technical proposal should demonstrate a clear understanding of the work to be undertaken and the responsibilities of all parties involved. The Offeror should include details on personnel, equipment, and contractors who will be used to carry out the required services.

- **Part 2: Management, Key Personnel, and Staffing Plan.** This part shall be between 5 and 8 pages long but may not exceed 8 pages. CVs may be included in an annex to the technical proposal and will not count against the page limit. Individual(s) will have, at a minimum, 10 years of experience in the field of conservation and program/project coordination, including substantial experience of preparing GEF projects under International Waters focal area. Ability to communicate and write fluently in English and French is required.
- **Part 3: Corporate Capabilities, Experience, Past Performance, and 3 client references.** This part shall be between 2 and 4 pages long but may not exceed 4 pages. Please include descriptions of similar projects or assignments and at least three client references.

1.2.2 Cost Proposal

Offerors shall use the cost proposal template “Detailed Budget” attached in section 1.2.3 The cost proposal must be valid for at least 90 days after submission to The MedFund. The cost proposal is used to determine which proposals are the most advantageous and serves as a basis of negotiation for award of a contract. The cost proposal must be all-inclusive of profit, fees or taxes. Additional costs cannot be included after award, and revisions to proposed costs may not be made after submission unless expressly requested by The MedFund should the offerors proposal be accepted. Nevertheless, for the purpose of the proposal, Offerors must provide a detailed budget showing major expense line items. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price. All cost information must be expressed in **EURO or USD**. The cost shall also include a budget narrative that explains the basis for the estimate of every cost element or line item. Supporting information must be provided in sufficient detail to allow for a complete analysis of each cost element or line item. The MedFund reserves the right to request additional cost information if the evaluation committee has concerns of the reasonableness or completeness of an Offeror’s cost proposal.

If selected, Offeror shall use its best efforts to minimize the financing of any taxes on goods and services, or the importation, manufacture, procurement or supply thereof. If Offeror is eligible to apply for refunds on taxes paid, Offeror shall do so. Any tax savings should be reflected in the total cost.

1.2.3 Offeror Proposed Detailed Budget (Offerors representative) and must be submitted along with Technical Proposal to The MedFund.

DESCRIPTION OF SERVICE	DAILY COST	OTHER COSTS (LOCAL CURRENCY)	TOTAL COST (LOCAL CURRENCY)
TOTAL			
TOTAL			

1.3 Chronological List of Proposal Events

The following calendar summarizes important dates in the solicitation process. Offerors must strictly follow these deadlines.

- RFP published: **Thursday, February 18, 2021**
- Deadline for written questions: **11:59 pm CET, Friday, March 05, 2021**
- Proposal due date: **12:00 am CET, Monday, March 15, 2021**

The dates above may be modified at the sole discretion of The MedFund. Any changes will be published/advertised in an amendment to this RFP.

1.4 Approximative maximum budget

The budget for the service is \$100 000 maximum / €85 000 all taxes included.

In addition to the fees, this budget includes expert mission trips and administrative costs (telecommunications, secretariat...) and costs of experts to attend one workshop in person in Marseille on September 2021 during the IUCN World Congress and one day workshop with the executing agencies in Marseille or Monaco during the period of performance.

1.5 Evaluation and Basis for Award

An award will be made to the Offeror whose proposal is determined to be responsive to this solicitation document, meets the eligibility criteria stated in this RFP, meets the technical capability requirements, and is determined to represent the most advantageous to The MedFund and MedPAN.

Technical offer

The technical offer will be evaluated out of 100 points, based on the following criteria:

Evaluation of the experience of the team of experts assigned to the offer (assessment will be based on the number of similar studies the proposed experts have contributed to and the nature of their qualifications) : 60 points

The references submitted by the candidates will be evaluated by **demonstrating experience with preparing GEF Project Documents** that received CEO endorsement in the last 5 years through client references, CVs and project references (include GEF ID) - only references in connection with the requested expertise will be analysed- **Relevant experience** in the fields of Marine Protected Areas/Fisheries/climate change issues, gender / **Relevant technical expertise** in project design, program/project coordination and relevant technical expertise in developing Safeguard Plans. Experience in the Mediterranean region will be an asset:

- Experiences with preparing GEF Project Documents that received CEO endorsement **in the last 5 years** through client references, CVs and projects references (including GEF ID) (30 points maximum):
 - Nature and number of references: 10 points/reference; 5 additional points if experience in the Mediterranean
 - No reference: 0 point
- Experiences in the fields of Marine Protected Areas/Fisheries/climate change issues/gender (20 points maximum):
 - Nature and number of references: 5 points/reference; 2 additional points if experience in the Mediterranean
 - No reference: 0 point
- Experience in project design, program/project coordination and relevant technical expertise in developing Safeguard Plans (10 points maximum):
 - Nature and number of references: 5 points/reference
 - No reference: 0 point

Methodology, organization and planning: 40 points

- The methodology of the offer (30 points)
 - Fully meeting the terms of reference: 30 points
 - Partially meeting the terms of reference: 15 points
 - Not meeting the terms of reference: 0 point

- Organization and planning: 10 points

Candidates with technical offers scoring under 70 points are eliminated automatically.

Among the successful candidates, the best score is made equivalent to 100 points, the scores of the other candidates are then adjusted based on the following equation:

$$\text{TSC} = \frac{\text{Initial technical score of the candidate}}{\text{Best initial technical score}} \times 100$$

Financial offer

Financial offers of the tenderers having a technical score of at least 70 points are examined.

The financial offers are first compared with the maximum budget available for the contract. Tenders exceeding the maximum budget allocated for the contract are considered unacceptable and are eliminated.

For the remaining bids, scores are assigned as follows: the lowest bid is given 100 points, and the other bids are awarded points according to the following equation:

$$\text{PC} = \frac{\text{Lowest financial offer}}{\text{Financial offer of the tender being considered}} \times 100$$

Thereafter, the best value offer is selected by weighing the technical score against the financial score on a 70/30 basis, according to the formula below:

$$\text{N} = 0.70 \times \text{TSC} + 0.30 \times \text{PC}$$

N: Final weighed score

TSC: Technical Score of the candidate concerned

PC: Price offered by the candidate concerned

The winning bid will be the one receiving the highest value for N.

A selection panel will evaluate the quotes/proposals received in relation to the stated criteria above.

After the evaluation has been completed The MedFund will notify successful and unsuccessful bidders. A fixed-price contract will be established with the successful bidder in Euros or US dollars.

1.6 Period of performance:

The assignment will have a 14 month duration maximum starting in March 22, 2021 and ending in May 31, 2022 at the latest.

Section 2. Scope of Work, Deliverables, and Deliverables Schedule

2.1 Scope of Work

Drawing on the approved project identification form by the GEF council + existing studies and initiatives and incorporating inputs from the key stakeholders, the International consultant will adopt the required CI-GEF templates, and lead preparation of the Safeguards Plan, ProDoc and GEF CEO Endorsement Package for the full-sized GEF project Build back a blue and stronger Mediterranean.

The GEF CEO Endorsement Package encompasses the following: (a) ProDoc including project context, project strategy, complete Results Framework, Theory of Change, Monitoring Plan, execution arrangements, Stakeholder and Grievance safeguard plans, Climate Risk Management plan, Gender safeguard plan, etc; (b) Budget (c) CEO Endorsement template; (d) Core Indicators and (e) Co-finance Letters. The selected Consultant will also respond to comments from the GEF secretariat, Scientific and Technical Advisory Panel (STAP) and GEF Council members.

2.1.1 Key tasks

1. Undertake a review of the current Project Build back a blue and stronger Mediterranean. and update structure of the new project.
2. Undertake literature review and complete baseline assessments and specific studies if needed in the field of fisheries, climate change issues and gender.
3. Identify synergies and complementary with other similar initiatives in the Mediterranean, and in particular with UNEP program and national MPA strategies.
4. Consult with key stakeholders to solicit their input into the development of the ProDoc. These consultations can take place via telephone, electronic conferencing, or in person, and should at minimum, involve collaborating implementing agencies, the foreseen executing agency and specialists.
5. Attend the half-day kick-off workshop gathering key Mediterranean stakeholders remotely on March 2021 during the Monaco Ocean Week 2021 and the one day workshop in person in Marseille on September 2021 during the IUCN world congress.
6. Informed by the literature review and stakeholder consultations, prepare a ProDoc and annexes for a full-sized GEF project "Build back a blue and stronger Mediterranean" based upon the approved concept for this project and the approved Program Framework Document. This includes all sections of the ProDoc as indicated in the CI-GEF template for ProDocs, including:
Project context, Project strategy, Theory of change, Results Framework, Execution arrangements, Environmental and Social Safeguard plans (Gender mainstreaming, Stakeholder engagement, grievance mechanism), climate risk Management plan, Monitoring framework, Budget, Core Indicators.
7. Revise and finalize the ProDoc and all related annexes to address comments from the CI-GEF Project Agency, Executing Agency(ies), GEF secretariat, and key stakeholders - for each document, there is always 2 rounds of comments.
8. Finalize the project's institutional arrangements for inclusion in the ProDoc.
9. Prepare the request for CEO endorsement document, using the CI-GEF template.
10. After the endorsement package has been formally submitted to the GEF, address comments from the GEF secretariat until the project has been approved by the GEF.

2.2 Deliverables & Deliverables Schedule

	Activity	Deliverable	Due Date	Acceptable Criteria
1	Draft results framework + updated theory of change	Updated results framework and theory of change based on CI GEF template.	April 15, 2021	Results framework approved by EA and CI GEF
2	SAFEGUARD PLANS: Stakeholder consultation (Inception/stakeholder consultation workshop, with representatives from the collaborating implementing agencies, GEF secretariat, and other key partner institutions and stakeholders) to present the project description	2 stakeholders consultation workshop will be organized by the executing agencies: 1. Kick off workshop with key partners and GEF Focal Points 2. Workshop during the IUCN WCC in Marseille Stakeholder inception report including list of stakeholders consulted (names and contacts)	<ul style="list-style-type: none"> • March 30, 2021 • September 15, 2021 	Stakeholder inception/consultation report and minutes of the meeting approved by CI
3	SAFEGUARD PLANS: Draft safeguard plans as identified in the Safeguard Analysis (Grievance Mechanism, Gender Plan, Stakeholder Engagement Plan, Climate Risk Management Plan), including data collection. Perform revised safeguard screening	<ul style="list-style-type: none"> • Submit 1st draft of Plans and Revised Safeguard Screening Form to CI-GEF • Prepare and submit 2nd draft of Safeguard Plans • Submit final version of safeguards plans 	<ul style="list-style-type: none"> • August 02, 2021 • September 06, 2021 • October 04, 2021 	<ul style="list-style-type: none"> • CI-GEF reviews 1st draft of Safeguard Plans and re-screens the project • CI-GEF reviews 2nd draft of Safeguard Plans • CI-GEF technically clears safeguard plans
4	Draft complete project documents	<ul style="list-style-type: none"> • Complete baseline assessments and specific studies • Prepare and submit 1st draft of ProDoc to CI-GEF (key sections are problem analysis, baseline analysis intervention strategy and institutional arrangements) • Prepare and submit 2nd draft of ProDoc to CI-GEF 	<ul style="list-style-type: none"> • July 19,2021 • July 19,2021 • August 30,2021 • September 27,2021 	<ul style="list-style-type: none"> • CI-GEF reviews 1st draft of ProDoc • CI-GEF reviews 2nd draft of ProDoc

	Activity	Deliverable	Due Date	Acceptable Criteria
		<ul style="list-style-type: none"> Prepare and submit final draft of ProDoc to CI GEF 		<ul style="list-style-type: none"> CI GEF technically clears ProDoc
5	Design full project budget and financial risk assessment of subs	<ul style="list-style-type: none"> Prepare and Submit 1st draft of project budget (after CI GEF submits comments to 1st ProDoc draft) Prepare second draft of budget, TOR, procurement plan Prepare final draft of budget, TOR, procurement plan 	<ul style="list-style-type: none"> July 19,2021 August 30, 2021 September 27,2021 	<ul style="list-style-type: none"> CI-GEF reviews first drafts of budget, TOR, procurement plan CI-GEF reviews second drafts of budget, TOR, procurement plan CI-GEF reviews and clear final drafts of budget, TOR, procurement plan
6	PPG PACKAGE (ProDoc approved, CEO endorsement/approval template, Responses to STAP/Council/GEF reviewers, Core Indicators, Approved Safeguard Plans, Approved Budget, Co-financing letters, all Annexes)	<ul style="list-style-type: none"> 1st draft of CEO endorsement package submitted to CI-GEF (ProDoc (including safeguard plans), Budget, Core Indicator Sheet, Tracking Tool, request for CEO endorsement document, Co-finance Letters, etc) which incorporates comments from Stakeholders) after ProDoc, safeguard plans and budget are cleared by CI GEF. Prepare final draft of CEO endorsement package for submission to CI-GEF (inclusive of comments from the CI GEF) 	<ul style="list-style-type: none"> October 15,2021 November 05,2021 	<ul style="list-style-type: none"> 1st draft of CEO endorsement package reviewed by CI-GEF CI-GEF reviews and clears final draft of CEO endorsement package reviewed by CI-GEF
8	Final CEO Endorsement Package comment review and response	Address comments from the GEF secretariat, Scientific and Technical Advisory Panel (STAP) and GEF Council members after first submission.	End of May 2022 (Maximum)	Final CEO Endorsement Package (inclusive of comments) approved by GEF secretariat.

Note: The timelines above are indicative.

2.3 Supervision of the selected offeror: MedFund in collaboration with MedPAN

The selected offeror will have regular supervision meetings with MedFund and MedPAN staff. One meeting will be organized in Monaco or in Marseille. MedFund and MedPAN staff will provide all necessary documents, information and contacts to the selected offeror.

Section 3. Offeror Representation of Transparency, Integrity, Environmental and Social Responsibility

Offeror Representation of Transparency, Integrity, Environmental and Social Responsibility. This document to be signed by the Offerors or (Offerors representative) and must be submitted with the proposal to The MedFund. No revisions may be made to this section.

Solicitation Number: **RFP#01_2021**

All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with CI's Code of Ethics. CI's Code of Ethics provides guidance to CI employees, service providers, experts, interns, and volunteers in living CI's core values, and outlines minimum standards for ethical conduct which all parties must adhere to. Any violations of the Code of Ethics should be reported to CI via its Ethics Hotline at www.ci.ethicspoint.com.

CI relies on the personal integrity, good judgment and common sense of all third parties acting on behalf, or providing services to the organization, to deal with issues not expressly addressed by the Code or as noted below.

I. With respect to CI's Code of Ethics, we certify:

- a. We understand and accept that CI, its contractual partners, grantees and other parties with whom we work are expected to commit to the highest standards of Transparency, Fairness, and Integrity in procurement.

II. With respect to social and environmental standards, we certify:

- a. We are committed to high standards of ethics and integrity and compliance with all applicable laws across our operations, including prohibition of actions that facilitate trafficking in persons, child labor, forced labor, sexual abuse, exploitation or harassment. We respect internationally proclaimed human rights and take no action that contributes to the infringement of human rights. We protect those who are most vulnerable to infringements of their rights and the ecosystems that sustain them.
- b. We fully respect and enforce the environmental and social standards recognized by the international community, including the fundamental conventions of International Labour Organization (ILO) and international conventions for the protection of the environment, in line with the laws and regulations applicable to the country where the contract is to be performed.

III. With respect to our eligibility and professional conduct, we certify:

- a. We are not and none of our affiliates [members, employees, contractors, subcontractors, and consultants] are in a state of bankruptcy, liquidation, legal settlement, termination of activity, or guilty of grave professional misconduct as determined by a regulatory body responsible for licensing and/or regulating the offeror's business

- b.** We have not and will not engage in criminal or fraudulent acts. By a final judgment, we were not convicted in the last five years for offenses such as fraud or corruption, money laundering or professional misconduct.
- c.** We are/were not involved in writing or recommending the scope of work for this solicitation document.
- d.** We have not engaged in any collusion or price fixing with other offerors.
- e.** We have not made promises, offers, or grants, directly or indirectly to any The MedFund employees involved in this procurement, or to any government official in relation to the contract to be performed, with the intention of unduly influencing a decision or receiving an improper advantage.
- f.** We have taken no action nor will we take any action to limit or restrict access of other companies, organizations or individuals to participate in the competitive bidding process launched by The MedFund.
- g.** We have fulfilled our obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country where the contract is to be performed.
- h.** We have not provided, and will take all reasonable steps to ensure that we do not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitate, or participated in terrorist acts, and we are compliant with all applicable Counter-Terrorist Financing and Anti-Money Laundering laws (including USA Patriot Act and U.S. Executive Order 13224).
- i.** We certify that neither we nor our directors, officers, key employees or beneficial owners are included in any list of financial or economic sanctions, debarment or suspension adopted by the United States, United Nations, the European Union, the World Bank, or General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension".

Name: _____

Signature: _____

Title: _____

Date: _____