

TENDER RULES

OBJECT OF THE PROPOSED CONTRACT:

DESIGN AND IMPLEMENTATION SERVICES OF THE “NEW LEADERS LAB” TRAINING PROGRAM UNDER THE AFRICA-EUROPE YOUTH ACADEMY (AEYA) PROJECT

LEGAL REPRESENTATIVE OF THE CONTRACTING AUTHORITY:

Jérémie PELLET, Chief Executive Officer of EXPERTISE FRANCE

DATE AND TIME OF OFFER SUBMISSION DEADLINE:

06/02/2026 at 12:00 p.m. (PARIS TIME)

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ARTICLE 1: OBJECT AND SCOPE OF THE TENDER

Object of the tender

This tender concerns the award of a **service contract** for the **design and implementation of « New Leaders Lab » training program intended for young leaders under the Africa-Europe Youth Academy (AEYA) project.**

The scope of the needs to be covered is described in the Specifications, common to all lots.

Scope of the tender

This contract is governed by the Public Procurement Code (Code de la commande publique – CCP) in its version in force resulting from Ordinance No. 2018-1074 of 26 November 2018 establishing the legislative part and Decree No. 2018-1075 of 3 December 2018 establishing the regulatory part of the Public Procurement Code.

It is awarded through an open tender procedure in accordance with Articles L. 2124-2, R. 2161-2, R. 2161-3, R. 2161-4 and R. 2161-5 of the CCP.

Provisional schedule of the tender

Date estimative	Etape
06/02/2026 12:00 p.m (Paris time)	Deadline for submission of tenders
17/02/2026	Technical and financial evaluation
27/02/2026	Dispatch of rejection letters
10/03/2026	Contract notification

Tender language – currency

All documents of the present tender procedure may be drafted in either French or English, depending on the country where the services are to be performed. For this purpose, a version of the Tender File (Dossier de Consultation des Entreprises – DCE), including the contract template, is available in both French and English (in accordance with public procurement regulations in the countries where the project is implemented).

The Contracting Authority shall conclude the contracts in euros (€) and/or in local currency, depending on the country where the services are to be performed. Where applicable, the conversion rate used shall be the InfoEuro rate in force on the date of signature of the contract.

Composition of the tender documents

The tender documents are composed of the following:

- The present Tender Regulations, common to all ten (10) lots;
- The draft contract (special conditions and general conditions) and any appendices thereto, drawn up according to a single model specific to each lot;
- The specifications and any appendices thereto, common to all ten (10) lots;
- The application form including the declaration on honor relating to exclusion criteria, absence of conflicts of interest, and the third-party identification form;
- The candidate's GDPR compliance verification form;
- The security and safety questionnaire for all contracts. Proposals located in a red zone on the date of submission (in accordance with the regional vigilance maps made available by the Ministry for Europe and Foreign Affairs: <https://www.diplomatie.gouv.fr/fr/conseils-aux-voyageurs/conseils-par-pays-destination/>) shall not be accepted);
- The declaration form of beneficial owners;

- DAI_GU006_v01 – PLACE user guide for companies.

Supplementary tender documents:

- The price breakdown framework for the global and lump-sum price (DPGF), common to all ten (10) lots;
- The template for submission of Curriculum Vitae, common to all ten (10) lots;
- The template for submission of the technical offer, common to all ten (10) lots;
- Appendix to the contract relating to the processing of personal data in the event of GDPR subcontracting (collection of personal data on behalf of Expertise France).

Modification of the tender documents

Amendments may be made to the tender documents up to six (06) days at the latest before the deadline for receipt of tenders.

Such amendments shall be communicated only to the economic operators duly identified upon withdrawal of the tender documents.

Candidates/tenderers must submit their response on the basis of the latest amended dossier. Where a candidate/tenderer has already submitted an application and/or a tender prior to the amendments, they may submit a new one based on the latest amended dossier, before the deadline date and time for receipt of tenders.

ARTICLE 2: GENERAL CHARACTERISTICS OF THE PROPOSED CONTRACT

Form of the contract

This contract is a public service contract with a lump-sum price, concluded with a single operator per lot. It concerns the design and implementation of the “New Leaders Lab” training program, within the framework of the Africa-Europe Youth Academy (AEYA) project, in accordance with the specifications and their appendices.

The price is global, lump-sum and annual, corresponding to the implementation of one edition of the program as described in the specifications. The contract may be renewed under the same financial conditions for subsequent editions of the program, within the limit of the total duration provided for under the contract.

Estimated amount of the need

The amount of the contract shall correspond to the annual lump-sum price proposed by the successful tenderer for the lot concerned, in accordance with its financial offer.

By way of indication, the overall estimated provisional amount of the present tender is set at €1,906,245 excl. tax, distributed among the ten (10) lots as follows:

- **Lot No. 1 – Benin:** €198,000 excl. tax (i.e. approximately €66,000 per year);
- **Lot No. 2 – Cameroon:** €159,885 excl. tax (i.e. approximately €53,295 per year);
- **Lot No. 3 – Republic of the Congo:** €198,000 excl. tax (i.e. approximately €66,000 per year);
- **Lot No. 4 – Côte d’Ivoire:** €198,000 excl. tax (i.e. approximately €66,000 per year);
- **Lot No. 5 – Guinea:** €198,000 excl. tax (i.e. approximately €66,000 per year);
- **Lot No. 6 – Mauritania:** €198,000 excl. tax (i.e. approximately €66,000 per year);
- **Lot No. 7 – Democratic Republic of the Congo (DRC):** €198,000 excl. tax (i.e. approximately €66,000 per year);
- **Lot No. 8 – Rwanda:** €198,000 excl. tax (i.e. approximately €66,000 per year);
- **Lot No. 9 – Senegal:** €162,360 excl. tax (i.e. approximately €54,120 per year);
- **Lot No. 10 – Togo:** €198,000 excl. tax (i.e. approximately €66,000 per year).

These amounts are indicative and non-contractual. Certain countries (marked with an asterisk in the

Specifications) may benefit from a VAT exemption, in accordance with local tax regulations and the cooperation agreements in force.

The final amount of the contract shall be the amount proposed by the successful tenderer in its offer and accepted by the Contracting Authority for the lot concerned.

Term of the contract

The contract is concluded for an initial period of twelve (12) months from its date of notification. It may be tacitly renewed twice (02), by decision of the Contracting Authority, without exceeding a total duration of thirty-six (36) months.

The tacit renewal of the contract entails renewal of the services under the same financial conditions, unless otherwise decided by EXPERTISE FRANCE. In the event of a third consecutive year of performance (a year resulting from a tacit renewal), the contractor shall, in addition to the usual services, produce a capitalization report intended to summarize the actions carried out, the results obtained and the lessons learned from the interventions. This requirement does not apply to the preceding years.

Expertise France reserves the right not to renew the contract at each annual anniversary, subject to informing the contractor at least two (02) months before the anniversary date of the initial notification or of the last renewal.

Allotment

The present tender is divided into ten (10) lots, structured as follows :

- Lot No. 1: Benin – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 2: Cameroon – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 3: Republic of the Congo – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 4: Côte d’Ivoire – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 5: Guinea – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 6: Mauritania – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 7: Democratic Republic of the Congo (DRC) – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 8: Rwanda – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 9: Senegal – Design and implementation of the “New Leaders Lab” training program;
- Lot No. 10: Togo – Design and implementation of the “New Leaders Lab” training program.

Candidates must submit their application for all the services expected within the lot(s) for which they submit a tender. A same candidate may apply for one or several lots; however, each lot shall be the subject of a separate contract. Where a candidate wishes to submit a tender for several lots, they must submit for each lot a complete file including:

- a specific application for the lot concerned;
- a separate financial and technical offer, drawn up specifically for that lot.

No global or pooled file shall be examined.

Options

Similar services

Under Article R.2122-7 of the French Public Procurement Code, in the context of a negotiated procedure without competitive bidding, the contractor may be awarded similar services to those of the initial contract. The period during which such contracts may be entered into may not exceed three years from the award date of the initial contract.

ARTICLE 3: CANDIDATE PARTICIPATION CONDITIONS

Candidate presentation conditions

A single entity may not represent more than one candidate for any given tender (Article R. 2142-4 of the French Public Procurement Code). In the context of this tender, however, the contracting authority does not authorise the candidate to present multiple offers when acting at the same time as:

- an individual candidate and member of one or more consortia of economic operators;
- a member of multiple consortia of economic operators.

In the event of an application being made by a consortium of economic operators, each member of the consortium must provide all the documents and information certifying their legal, professional, technical and financial capacity. The consortium's capacities will be assessed on an overall basis.

Grounds and conditions of exclusion

Notably under:

- The French Law no. 2016-1691 of 9 December 2016 on transparency, anti-corruption and modernisation of the economy, the so-called "Sapin 2" law;
- Chapter II of the French Monetary and Financial Code setting out provisions for the freezing of assets and the prohibition of making funds available (notably Article L. 562-4 and Article L. 562-5);
- Relevant requirements emanating from accreditation for managing delegated EU funds (Pillar 7 relating to exclusion from accessing financing);

Candidates or their representative in any of the situations set out in Articles L.2141-1 to L.2141-10 of the French Public Procurement Code, or which are on any official exclusion list, shall be excluded from the procedure, whether their situation is established by means of their own declarations or through the application of vigilance measures by the contracting authority.

However, where the exclusion decision is at the discretion of the contracting authority, it shall invite the candidate(s) liable to exclusion to present their observations in order to establish, via all means and within a reasonable period not exceeding 10 days, that the measures required to rectify the failings laying behind exclusion have been taken and, as applicable, that their participation in the tender will not undermine equality of treatment among the bidders.

Where an operator finds itself to be in a position of exclusion during the procedure, it shall notify the contracting authority without delay, which shall apply exclusion on these grounds.

Minimum prerequisites in terms of economic, technical and professional capacity

The contracting authority imposes the following minimum capacity levels on candidates:

ECONOMIC AND FINANCIAL CAPACITY

- Have an average annual budget of at least €20,000 over the last two (02) closed financial years.

TECHNICAL AND PROFESSIONAL CAPACITY

- Demonstrate proven experience in the design, coordination and implementation of training, leadership or youth support programs, showing strong mastery of pedagogical and inclusive approaches adapted to the target audience;
- Provide at least two (02) relevant references in the field of entrepreneurship, youth leadership, capacity building, international cooperation or local development, preferably carried out within projects financed by international donors (European Union, AFD or equivalent partners).

Each consortium member must provide all the documents required under these Rules. In order to demonstrate its professional, technical and financial capacity, the candidate may ask for due consideration to be given to the professional, technical and financial capacity of one or more economic operators. In such cases, it must demonstrate the capacities of the other economic operator(s) from which it benefits for contract implementation.

In the case of a temporary consortium, the aforementioned participation conditions will be assessed on an overall basis; the application file must include authorisation of the lead company from its co-contractors, which may be issued via form DC1.

Specific requirements for consortia of economic operators

Grounds for the exclusion of consortia

Where the grounds for exclusion from the tender procedure concern one of the consortium members, the contracting authority shall demand its replacement by an entity not subject to the grounds for exclusion, to take place within 10 days of the lead company receiving said demand. Failing this, the consortium shall be excluded from the procedure;

Form of the consortium

The consortium shall be jointly liable. The lead company is liable for execution of the contract by each of the consortium members with regard to their contractual obligations vis-à-vis Expertise France].

Subcontracting

Grounds for exclusion in the case of subcontracting

Entities subject to grounds for exclusion cannot be accepted as subcontractors.

Where the subcontractor subject to grounds for exclusion is presented at the application phase, the contracting authority shall demand its replacement by an entity not subject to the grounds for exclusion, to take place within 10 days of the candidate receiving said demand. Failing this, the candidate shall be excluded from the procedure.

Presentation of a subcontractor

Subcontractors are to be presented using form DC 4 (Subcontracting Declaration)¹ duly completed by the subcontractor and the candidate, incorporating a statement of the subcontractor's professional, technical and financial capacity, in addition to a sworn declaration that the subcontractor is not subject to any prohibition on participating in public procurement.

ARTICLE 4: PRESENTATION OF BIDS AND SUBMISSION PROCESS

Bidders must submit a complete bid incorporating the documents specified below. The requested documents must be signed by the bidder, the lead company of the temporary consortium or each of the members of the consortium.

Application documents

Candidates must submit the following application documents:

- **Proof of the candidate's legal registration**, issued by the competent authority of the country of establishment (e.g.: K-bis extract in France, Trade and Personal Property Credit Register (RCCM) in Francophone Africa, certificate of incorporation in English-speaking countries, or any equivalent document certifying the legal existence of the entity).
- **The application form** including the declaration on honor relating to exclusion criteria, absence of conflict of interest, and the third-party identification form;
- **The attached GDPR compliance verification form**, enabling verification that the tenderer has implemented appropriate technical and organizational measures so that processing complies with regulatory and legal obligations regarding data protection (GDPR and Data Protection Act) and effectively ensures the protection of the rights of the data subject;
- Where applicable, judgment(s) ordering judicial reorganization (in the event of judicial reorganization);
- The duly completed **declaration of beneficial owners** form;
- **A descriptive note including the following elements:**
 1. **A description of human resources** meeting the participation conditions described below:
A summary description of the permanent human resources of the entity, indicating total staff numbers and the breakdown of personnel by major functions (management, administrative staff, trainers, technicians, etc.);
The candidate must have a permanent staff of at least three (03) persons within its structure (minimum level required in terms of technical and professional capacity).
 2. **A description of the technical resources** meeting the participation conditions described below:
 - A general presentation of the material and technical resources available to the entity for the implementation of training programs or activities (e.g.: premises, IT equipment, learning platforms, digital tools, etc.);
 - A list of recent references related to the subject of this contract (e.g.: training courses, youth support programs, leadership or capacity-building projects), indicating for each reference: the title, the period, the donor or client, the country of implementation and, where possible, a contact person.
The candidate must present at least two (02) recent references related to the subject of this contract (e.g.: training courses, youth support programs, leadership or capacity-building projects), indicating for each reference: the title, the period, the donor or client, the country of implementation and, where possible, a contact person (minimum level required in terms of technical and professional capacity).

¹ Form DC4 is available at: <https://www.economie.gouv.fr/daj/formulaires-mise-a-jour-formulaire-declaration-sous-traitance-dans-marches-publics>

- Where applicable, copies of certificates, labels or professional accreditations attesting to the quality of the entity (for example: ISO standard, training certification, institutional recognition or equivalent).

3. A description of economic and financial capacity meeting the participation conditions described below:

- **Statements of turnover for the last three (03) available financial years.** The candidate must justify an average annual budget of at least €20,000 over the last two (02) closed financial years (minimum level required in terms of economic capacity);
- A valid **civil liability and/or professional liability insurance certificate** covering the activities of the entity;
- Valid certificates of social security and tax compliance.

- **The security assessment questionnaire.**

Bid documents

Candidates shall submit a complete file including the following documents:

- **The draft contract for the corresponding lot**, duly completed, dated and signed, together with the following appendices:
 1. The financial appendix (DPGF), duly completed, detailing the annual lump-sum price proposed for the implementation of one edition of the program (Appendix IV);
 2. The appendix defining the terms and conditions for the processing of personal data on behalf of the Contracting Authority, duly completed (Appendix VI – GDPR Questionnaire).
- A **technical offer** including the following information (to be completed using Appendix III – Template for submission of the Technical Offer):
 1. Understanding of the context and key issues (max. 2 pages)
 - Analysis of the local context, needs and challenges related to youth, leadership and inclusion in the country concerned;
 - Elements demonstrating understanding of the New Leaders Lab program and its alignment with national or regional youth priorities.
 2. Implementation methodology (max. 10 pages)
 - Description of the overall organization of the scheme:
 - Participant selection process: proposal of eligibility criteria (to be reviewed with Expertise France), pre-selection and selection stages, composition of the jury or committee, and measures planned to guarantee transparency and inclusion (gender balance >50%, vulnerabilities >25%);
 - Implementation format: specify whether it is face-to-face or hybrid, indicating the frequency, duration and pace of the sessions;
 - Provisional schedule: presentation of the frequency of the sessions, pedagogical progression and the main implementation stages (selection, launch, training, mentoring, restitution);
 - Training venue: description of the hosting conditions planned (location, accessibility, capacity, safety, available equipment);
 - Pedagogical and digital tools: description of learning materials, platforms and communication tools used, particularly in the case of hybrid training;
 - Complementary modules: presentation of additional modules or activities proposed to enrich the curriculum provided by Expertise France, in line with the educational objectives of the program.
 3. Capacity to mobilize and include target audiences (max. 2 pages)

- Youth mobilization strategy, with particular attention to gender parity and the inclusion of young people in vulnerable situations;
 - Mechanisms ensuring gender parity, inclusion of young people in situations of vulnerability (social, economic, territorial or related to disability) and diversity of profiles.
4. Skills and experience of the team (max. 5 pages)
- Composition of the team to be mobilized, specifying roles, responsibilities and complementarity of profiles;
 - Curriculum vitae (CVs) of the key members of the proposed team (project manager, trainers, facilitators, coordinator, etc.), highlighting their relevant experience and qualifications with regard to the objectives of the program, using the template provided in Appendix II: Template for submission of Curriculum Vitae (CVs);
 - Network of partners or associated trainers;
 - Capacity to ensure post-program support for young people, in particular through mentoring, alumni or incubation schemes, with the possibility of including an example of a deliverable or tool already produced, subject to confidentiality.
5. Operational and logistical capacities (max. 3 pages)
- Description of the material, technical and logistical resources available for the implementation of the program (premises, equipment, pedagogical tools, digital platforms, etc.);
 - Coordination and monitoring arrangements with Expertise France (reporting, meetings, validation of deliverables, etc.).

Bid validity period

The validity of the tenders submitted by the tenderers shall remain binding for one hundred and eighty (180) days from the deadline for submission of tenders.

Bid submission process

Bids submitted in paper format

Bids submitted in paper format will be rejected.

Electronic submission

To access the tender consultation area or to submit their tender, tenderers must connect to the State Public Procurement Platform at the following address:

<https://www.marches-publics.gouv.fr>

Any submission by any other means shall be rejected.

The procedure for submitting tenders is detailed on the website www.marches-publics.gouv.fr

Tenderers will find, in particular, a downloadable “user guide” specifying the conditions for using the State public procurement platform, including the technical prerequisites and electronic certificates.

If they so wish, candidates may contact +33 (0)9 72 37 01 30 on working days from 9:00 a.m. to 7:00 p.m. to benefit from PLACE technical assistance in carrying out these operations.

In the event of division into lots, each lot must obligatorily be the subject of a separate electronic submission. The costs of access to the network and of using an electronic signature shall be borne by each candidate. Tenderers are invited to test the configuration of their workstation and to reply to a test consultation in order to ensure the proper functioning of the IT environment.

The attention of tenderers is drawn to the fact that they must at least have Internet browsing software. The possession of an electronic signature tool is not mandatory.

To prepare their tender, the tenderer must submit files in the following digital formats: PDF, RTF, ZIP, Microsoft Office suite, LibreOffice or OpenOffice. Any computer file established in a different format shall be declared null and void.

NOTE:

All bid files must be free of computer viruses and must have been previously treated to this end by the bidder, using the latest version of an antivirus software. The same applies to all other files exchanged during this public procurement procedure.

The contracting authority may place any file containing a virus in a security archive. It will therefore be deemed never to have been received.

NB: Bidders' attention is drawn to the time required to deliver large volume electronic files. The average downloading time may vary according to various parameters, such as the technical capacity of the device, the type of internet connection, traffic on the network, etc.

To the extent that the date and time of completed upload constitutes the legal reference for submission of electronic bids, bidders are invited to allow sufficient time for all electronic submissions.

Even though its bid for this public procurement procedure will have been submitted electronically, the bidder undertakes, notably if its bid has been accepted, to provide contractually valid paper documents. In this regard, it also undertakes that the natural person providing the electronic signature also provides their handwritten signature without making any modifications to the documents, to be forwarded to the contracting authority in this format. Lastly, the bidder undertakes to accept notification in paper format, in accordance with standard practices.

ARTICLE 5: ANALYSIS OF APPLICATIONS

Applications are selected by the Evaluation Committee of Expertise France in accordance with the following procedure.

Under Article R.2161-4 of the French Public Procurement Code, the Evaluation Committee may decide to examine offers before applications.

In such cases, the supporting documentation for aptitude and capacity and the evidence relating to grounds for exclusion are only requested by the contracting authority from bidders preselected for award of the tender.

Application supplementary information requests

Before examining applications, should the contracting authority note that requested documents or information are missing or incomplete, it may ask the bidders concerned to complete their application pack within a deadline applicable to all such bidders. The deadline will be specified in the request for supplementary information.

Applications that are incomplete or which remain incomplete following a request for additional information will be eliminated.

Rejection of late applications - Opening bids

The Bid Opening Committee (meeting in non-public session) lists the bids received, the identity of applicants and the composition of the bids submitted.

Bids received after the deadline will be immediately rejected.

Admissibility of applications

In accordance with Article 3 of this document covering the conditions for participation, the Evaluation Committee of Expertise France analyses the admissibility of applications based on the following criteria:

- Candidate's registration at the trade and companies registry (or equivalent)
- Candidate's compliance with its social security obligations
- Candidate's compliance with its tax obligations
- The applicant must not be in any of the situations set out in Articles L. 2141-1 to L. 2141-6 and L. 2141-7 to L. 2141-11 of the French Public Procurement Code, nor be on any official exclusion list, whether their situation is established by means of their own declarations or through the application of vigilance measures by the contracting authority
- The candidate or its representative must not be in a situation of conflict of interest vis-à-vis the contracting authority and/or any beneficiary of the procurement contract
- The candidate must be able to demonstrate adequate implementation of appropriate technical and organisational measures such that data processing conforms with relevant data protection laws and regulations (GDPR and French data protection legislation), thereby guaranteeing the rights of data subjects
- Applications not demonstrating professional capacity and/or which do not meet the minimum capacity levels will be eliminated
- The candidate must provide evidence of a reliable internal security system to guarantee the safety of the persons involved in the implementation of the contract when travel is planned in an organ or red zone (in accordance with the regional vigilance maps made available by the French Ministry of Europe and Foreign Affairs <https://www.diplomatie.gouv.fr/fr/conseils-aux-voyageurs/>).

ARTICLE 6: BID EVALUATION, NEGOTIATIONS AND AWARD

The bid selection procedure is conducted by the Evaluation Committee of Expertise France in accordance with the following procedure:

Rejection of late bids - Opening bids

The Bid Opening Committee (meeting in non-public session) lists the bids received, the identity of applicants and the composition of the bids submitted.

Bids received after the deadline will be immediately rejected.

Bid analysis

After having verified that the bids received are conforming, admissible and appropriate, the Evaluation Committee of Expertise France analyses the bids from selected bidders in accordance with the following criteria.

Rejection of non-conforming, inadmissible or inappropriate bids

The Evaluation Committee examines all bids received and, in accordance with Article R.2152-1 of the French Public Procurement Code, rejects bids judged to be non-conforming, inadmissible or inappropriate, as applicable, after having implemented the regularisation procedure set out in Article R.2152-2 of said code.

Comparison of bids for selection of the most economically beneficial bid

Bids will be assessed separately in accordance with the following criteria by awarding a score up to the maximum number of points per criterion as set out below:

Criterion 1: price of the services

The **financial score (FS out of a maximum of 25 points)** will cover the comparison of the financial offers of all candidates having submitted a conforming bid.

Criterion 2: Technical offer

Sub-criteria for assessing technical quality	Maximum number of points
<p>Sub-criterion 1: Understanding of the project context and challenges</p> <p><i>Assessed on the basis of the relevance of the analysis of the local context, the accuracy of the understanding of the specific needs and challenges facing young people in the country concerned, as well as the candidate's ability to link this analysis to the objectives and expected results of the New Leaders Lab program.</i></p>	15
<p>Sub-criterion 2: Relevance and consistency of the implementation methodology</p> <p><i>Assessed on the basis of the clarity and consistency of the proposed methodology, the quality of the overall organization of the scheme, the relevance of the participant selection process, compliance of the training content and sequencing with the curriculum provided by Expertise France, as well as the suitability of the implementation format (duration, pace) to the profiles of the young beneficiaries. The assessment will take into account the relevance of the provisional schedule and the quality of the tools mobilized.</i></p>	20
<p>Sub-criterion 3: Capacity to mobilize young people and ensure the inclusion of target audiences</p> <p><i>Assessed on the basis of the relevance, clarity and reach of the proposed mobilization strategy, as well as the quality of the mechanisms envisaged to ensure balanced and inclusive participation of young women and young people in situations of vulnerability.</i></p>	15
<p>Sub-criterion 4: Skills and experience of the team, network and post-program support capacity</p> <p><i>Assessed on the basis of the complementarity and qualifications of the team members, the relevance of the expertise mobilized for the implementation of the program, the quality and robustness of the network of associated partners, as well as the entity's capacity to ensure sustainable support for young people after the New Leaders Lab (mentoring, integration, networking, post-training follow-up, alumni engagement).</i></p>	15
<p>Sub-criterion 5: Operational capacity and logistical resources</p> <p><i>Assessed on the basis of the availability and suitability of the material, technical and logistical resources that can be mobilized for the implementation of the program, in particular the availability of appropriate physical spaces (training rooms, offices, reception areas) and adequate equipment (IT, audiovisual</i></p>	10

<i>equipment, connectivity, pedagogical tools, etc.), ensuring the smooth running of New Leaders Lab activities.</i>	
TOTAL	75

Each technical offer deemed compliant shall be subject to a technical score (TS) out of a **maximum of seventy-five (75) points**, obtained by adding together the scores awarded for each of the defined sub-criteria.

Offers having obtained a technical score of less than thirty-five (35) points out of seventy-five (75) shall be considered unsuitable and shall not be selected for financial analysis.

Negotiations

[No negotiations are envisaged as part of this tender procedure]

Award process

An **overall score (OS out of a maximum of 100 points)** obtained by adding together the technical and financial scores (**OS=FS+TS**) will be attributed to each bid that has been assessed for its technical and financial content.

The bidder who obtains the highest overall score will be deemed to have made the most beneficial economic offer and will be awarded the contract.

The contracting authority may decide not to pursue the tender for reasons of public interest.

ARTICLE 7: PROCESSING OF PERSONAL DATA IN THE CONTEXT OF THIS TENDER AND FOR THE PURPOSES OF CONTRACT MONITORING

Under Article 13 or Regulation (EU) no. 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR), the applicants/bidders are notified that personal data, notably name, first name and e-mail address collected when using under the French government procurement platform (<https://www.marches-publics.gouv.fr>) in the context of this tender procedure and execution of the associated contract, may be processed.

For processing performed with PLACE services, the *Ministère de l'action et des comptes publics* (Ministry of Public Accounts) – the procurement department of the State and of Expertise France, the contracting authority, are co-controllers of personal data.

For processing performed outside the scope of PLACE services, Expertise France, the contracting authority, is the controller of personal data.

Identity and contact details of the data controller and its representative

For the PLACE platform:

Ministère de l'action et des comptes publics (Ministry of Public Accounts)

59, boulevard Vincent Auriol

75703 Paris Cedex 13

Represented by the Director of Public Procurement

Operational data controller:

The Department of Public Procurement, represented by its director.

Contact details of the Data Protection Officer:

le-delegue-a-la-protection-des-donnees-personnelles@finances.gouv.fr

For the contracting authority:

Expertise France

40, Boulevard de Port Royal

75005 Paris

Represented by the Managing Director,

Operational data controller:

The IT Department, represented by its director

Contact details of the Data Protection Officer:

informatique.libertes@expertisefrance.fr

The legal basis under which such processing is performed are set out in c) and e) of Article 6.1 of the GDPR, namely:

- The processing is necessary in order to comply with a legal obligation by which Expertise France is bound;
- The processing is necessary for performance of a public-interest assignment or which falls within the scope of the public authority entrusted to Expertise France.

The purposes of the processing are as follows:

- The management and monitoring of this tender procedure;
- The management and monitoring of the award of a public procurement contract.

The recipients or category of recipients of the personal data are exclusively authorised personnel of the Contracting Authority, ministries and state operators responsible for awarding and executing this contract, including any service providers assisting them with their activities.

Retention period: the data will be held throughout the award process and execution of the contract, including the DUA (duration of administrative usefulness) applicable to the contract.

Under Articles 15 to 21 of the GDPR, persons whose personal data is collected enjoy a right of access, rectification and deletion with regard to such data. They also enjoy the right to restrict and refuse processing on legitimate grounds. The information and other rights of data subjects may be exercised by contacting the Data Protection Officer of Expertise France.

Persons whose personal data is collected under this procedure may submit a complaint to CNIL.

ARTICLE 8: ADDITIONAL INFORMATION

Any request for additional information about technical or administrative matters must be forwarded via the government procurement platform at least 5 business days prior to the bid submission deadline.

Expertise France undertakes to provide a response 2 business days at most before the bid submission deadline.

If a candidate asks any questions, all candidates will receive an e-mail asking them to consider one or more documents provided in response to the questions concerned.

ARTICLE 9: APPEAL CHANNELS AND DEADLINES

The body responsible for the appeals process is:

Paris Judicial Court,

Parvis du Tribunal de Paris 75 859 PARIS Cedex 17

Email: tj-paris@justice.fr.

Tel: 0144325151.

Information about lodging an appeal may be obtained from: tj-paris@justice.fr.