**National Legal Expert for Drafting and Enhancing Legal Documents for the Establishment of Institutional, Governance and Coordination Structures for the Three Alazani Rivers Biosphere Reserve**

**Announcement of Procurement of Consultancy Services of National Legal Expert for Drafting and Enhancing Legal Documents for the Establishment of Institutional, Governance and Coordination Structures for the Three Alazani Rivers Biosphere Reserve**

**Closing Date for Submission:** 29 March, 2024

**Publication Reference:** 062/RECC/G/GIZ - 2023-EA-2.8

With the financial support of the Federal Ministry of Economic Cooperation and Development (BMZ) and technical assistance from GIZ, the Regional Environmental Centre for the Caucasus (“REC Caucasus”) as an operational partner, is involved in the implementation of the project "Biosphere Reserves as Model Regions for Sustainable Development – Capacity Development for Coordinated and Effective Management of the Three Alazani Rivers Biosphere Reserve in Georgia." This project is an integral part of the program "Policy Dialogue and Knowledge Management on Climate Protection Strategies" implemented by GIZ.

REC Caucasus is seeking for procurement of a service contract to be concluded with a National Legal Expert to provide technical assistance within the framework of the project and therefore, makes the present announcement.

1. **PROJECT DESCRIPTION**

The overarching project goal is to support: awareness raising on the BR concept, and improve the capacities of the BR management body and other key stakeholders to ensure effective and coordinated gender-responsive management of the Three Alazani Rivers Biosphere Reserve, as well as fulfilment of its functions and goals contributing to the sustainable development of the region.

Outputs (specific project goals):

* Gender-responsive BR governing, management and advisory bodies are established and operational;
* Capacities of the BR management body and key partners concerning specific topics and challenges concerning BR development and operation are strengthened as well and knowledge sharing and exchange between key stakeholders is promoted;
* The BR office is established, equipped, and operational;
* Three Alazani Rivers BR is promoted on local and national levels and selected awareness-raising activities are implemented with active involvement of youth and women.
1. **DURATION OF THE ASSIGNMENT**

Assignment is envisaged to be carried out during the period from 5 April, 2024 to 28 June, 2024 (3 months).

1. **TERMS OF REFERENCE**

For details on the services to be provided (contract type, estimated number of working days, deliverables, qualification requirements etc.) please refer to the attached Terms of Reference – see in Section 9 of this announcement.

1. **PARTICIPATION**

Participation is open to all Georgian nationals (natural persons) participating individually.

1. **SUBMISSION OF APPLICATION**

Interested candidates should submit (via e-mail with indication of publication ref. number in subject line) signed application submission form comprising of Cover Letter, Technical Part (Technical Offer) and Financial Part (Financial Offer) – in PDF format.

Along with Technical and Financial Parts, candidates shall submit documents such as copies of diplomas.

Template for application submission form is available for downloading from this site – see in Section 9 of this Announcement.

Application form should be submitted to:

**Ms. Natia tskhovrebadze**

Project National Coordinator, REC Caucasus

48/50, Mtskheta Street

0179 Tbilisi, Georgia

Tel: + (995) 557 770 659

E-Mail: *natia.tskhovrebadze@rec-caucasus.org*

with CC to:

**Ms. Nino Rostomashvili**

Project Officer, REC Caucasus

48/50, Mtskheta Street

0179 Tbilisi, Georgia

E-Mail: *nino.rostomashvili**@rec-caucasus.org*

1. **EVALUATION**

Evaluation will be made in accordance with the quality/price-based selection method per REC Caucasus procedures and rules. The best value for money will be established by weighing technical quality against price on an 80/20 basis.

The quality of each technical offer will be evaluated per the award criteria.

1. **NOTIFICATION OF AWARD AND SIGNATURE OF THE CONTRACT**

Only successful applicant will be contacted and informed (via e-mail) that its application has been accepted.

Before the REC Caucasus signs the contract with the successful applicant, the successful applicant must provide the legal entity file and the financial identification form.

Within 5 working days of receipt of the contract, the selected applicant shall sign and date it and return it to the REC Caucasus for counter signature.

Failure of the selected applicant to comply with this requirement may constitute grounds for the annulment of the decision to award the contract. In such a case, the REC Caucasus may award the contract to another applicant or cancel the selection procedure.

The other applicants will be informed of the outcomes of the selection process on their demand (via e-mail).

1. **DEADLINE FOR SUBMISSION**

The deadline for submission of applications is 29 March 2024, 18:00 Local Time (GET).

1. **ATTACHMENTS FOR DOWNLOADING**

Attachments are available for downloading.