

# International Technical Assistance Project “RELEVE” - Recovery and Decentralization

## Terms of Reference

### 1. Background information

Contract object:	Support to the reconstruction of the heating network in municipal facilities of the Novobasanska Village Council
Contract dates:	Duration - September 2025 – December 2025

Expertise France is the French international technical cooperation agency, with the status of public institution under the joint supervision of the Ministry for Europe and Foreign Affairs (MEAE) and the Ministries of Economics and Finance and Industrial and Digital Sovereignty. It is the second largest technical cooperation agency in Europe. Expertise France designs and implements projects that strengthen public policies over the long term in developing and emerging countries.

As the **French public agency for international technical cooperation**, Expertise France operates in more than 100 countries, implementing more than 400 projects. The agency works in close collaboration with French public institutions, as well as with the European Union, in order to respond to the needs of partner countries that wish to improve public policies that tackle these challenges. To do so, the agency coordinates and implements national- or regional-scale projects in major areas of public action:

- [Democratic, economic and financial governance](#)
- [Peace, stability and security](#)
- [Climate, biodiversity and sustainable development](#)
- [Health and human development](#)

Ukraine is a key partner for Expertise France, which has had a local presence since 2006 with a representative office and projects. Over the years, Expertise France has built up a relationship of trust with its partner administrations.

Since the start of the of unjustified full-scale Russian invasion, France has launched a coordinated assistance to Ukraine. The **mAIDan Ukraine program** is a multisector technical assistance facility funded by the Ministry of Foreign Affairs. The program’s main objective is to identify needs and propose technical cooperation projects that support resilience, reconstruction, and EU integration.

At this time, Expertise France is focusing **its projects within following sectors**:

- Governance
- Economic governance
- Rule of law and justice
- Digitalisation and innovation
- Healthcare and social policies
- Security and defence policy.

The program may mobilize funding for other sectors if demand is expressed and the opportunity is confirmed by Expertise France and the Ministry of Foreign Affairs of France.

### 2. General context related to the assignment

During Ukraine Recovery Conference in Lugano in July 2023, France has expressed the commitment to support Chernihiv region in terms of recovery and reconstruction processes. In the light of the decision, one of the priority projects within mAIDan programme will aim at support of Chernihiv region.

The Chernihiv region of Ukraine, which was hit hard by Russian bombings during the first weeks of the war, has strong old historical links with France, notably through Franco-Ukrainian technical cooperation. In July 2022, at the Lugano conference, France reiterated its commitment to supporting Ukraine through

humanitarian, economic, financial, diplomatic and military aid and announced that it wished to concentrate its support on the Chernihiv region in terms of reconstruction by supporting several public and private initiatives.

In terms of decentralization, Ukraine made significant progress between 2015 and 2020, but territorial governance system is in the middle of the process with reforms initiated but not completed. In the Chernihiv region, regional and local development strategies for the period of 2021-2027 have been developed, but must be updated and adapted to the war context and the most urgent local needs. In the current situation, reconstruction needs remain very important and a priority for the Hromadas, particularly for road and connection infrastructure.

The main goal of the project is to “Support Ukraine's resilience, reconstruction and integration into the EU” and the project is structured around three components:

- C1: Support for political and legal advice on decentralisation reform;
- C2: Strengthening municipalities' skills in managing their public investment projects;
- C3: Support for decentralised cooperation between French and Ukrainian local authorities.

RELEVÉ is currently supporting 13 hromadas in the Chernihiv region, which is under French patronage. From July 2025, the project will extend this support to around 30 hromadas in three regions, capitalising on the experience gained. The aim of this targeted roll-out is to respond more effectively to the substantial needs of local authorities, by providing them with the tools and support they need to manage public investment effectively and sustainably.

The expected result of C1 is a review and alignment with the national guidelines of the strategic documents in terms of decentralization and local governance, at all levels of local governance.

The expected result of C2, is a strengthening of the capacities of agents at the different regional and local administrative levels.

The expected result of C3 is the mobilization of French municipalities in a peer-to-peer dialogue with Ukrainian local authorities as well as the purchase or subsidy of equipment for the benefit of the targeted hromadas. This pillar will allow the feedback of experiences, and the dissemination of the French territorial governance model.

Under the Pillar 2 “Recovery”, RELEVÉ project previously supported the development of Local Waste Management Plans in 2 hromadas: Pryluky and Oster. RELEVÉ also took an engagement to support the procurement of the necessary equipment to implement one of the measures identified in the LWMPs of hromadas in order to incentivise hromadas to capitalise on the first implemented measures and follow up with the additional ones in the future.

### **3. Purpose and objectives of the assignment**

The main objective of the assignment is to implement the reconstruction works of the heating network in Nova Basan Hromada within the framework of the EF support project RELEVÉ.

The need for the reconstruction works is explained by the malfunctioning of a heating transportation network which could provide heating to the hromada's police station, administrative centre, medical center and other institutions which already possess all the necessary installations in the buildings but are not yet connected to the heating system which needs to be renovated and launched to use.

The specific objective of this assignment is the implementation of the reconstruction works related to the renovation of the heating network in accordance with the terms of reference as well as the scope of work, both provided in the following Annexes:

- Annexe 1: Project scope of work
- Annexe 2: Technical specifications

#### **4. Scope of work**

The assignment envisages the following general tasks for the abovementioned works:

- Relocation of heating networks on the territory of communal property of the Novo-Basanska village council between existing building entrances.
- Heating networks shall be constructed using pre-insulated PE-Xa plastic pipes.
- Heating networks shall be connected to existing building entrances.

#### **5. Required expertise**

The contractor is required to have the following set of expertise:

- Minimum 3 years of experience in the construction of heating networks;
- Proven track record of the implementation of similar works;
- Proven capacity to carry out the works within the indicated timeline;
- Experience of working with international donors would be an asset;
- Appropriate education and certification in the relevant category;

#### **6. Offer modalities**

- Cover letter containing information and documents confirming compliance by the candidate/company with the eligibility and selection criteria outlined above;
- Indicative action plan with a timeframe and deadline for each step that the candidate/company is planning to undertake during the preparation for, and conduct of the services;
- CVs of the personnel to be involved in the activities, respective certificates and proof of previous experience in the implementation of similar works
- Financial proposal in UAH according to the Financial Proposal Template. The vendor could provide the detailed calculation in free form in addition to the completed Financial Proposal Form.

#### **7. Timeframe of the contract**

The assignment implementation is expected during the period from September 2025 to December 2025. The contractor will work under the direct supervision of, and report to RELEVE's project team management. Place of Performance: Nova Basan, Chernihiv Oblast. Site visits in Ukraine are possible on a need's basis and with the preliminary agreement of the RELEVE's project management.

#### **Evaluation Criteria**

Expertise France will evaluate the offers according to the following criteria:

- Criterion 1: Price (60%)
- Criterion 2: Compliance with technical requirements (responsiveness of the methodology) (40%), i.e.
  - Criterion 2.1. Compliance of the technical proposal with the requirements set out in the scope of work of this ToR (15%)
  - Criterion 2.2. Confirmed capacity (15%). To be evaluated based on the number of the involved personnel, certification confirming the availability of the equipment.
  - Criterion 2.3. Offered timelines & risk management (10%). To be evaluated based on the provided details of the timelines and their responsiveness to Expertise France's expectations. Delivery of works earlier than stipulated in this RFP is preferred. Risks to be taken into account: delays in the delivery of works, financial, security and others. Measures for their mitigation must be offered in the proposal.

Expertise France may, if it deems necessary, open negotiations with all or some of the tenderers and will conclude the contract with the entity that submitted the best-rated tender in the light of these criteria.