

# Call for Expression of Interest **DRC**

DRC Libya Office  
Alnesreen Road,  
Close to Ben Naby Mosque,  
Almansoura Area,  
Tripoli, Libya

27<sup>th</sup> May, 2021

**Expression of Interest No.: DRC-LBY-TIP-EOI-0002 – Financial Service Provider**

Dear Sir/Madam:

DRC is providing support to displacement-affected communities in Libya in order to strengthen the protective environment for vulnerable conflict affected persons in Libya through comprehensive protection response and multi-purpose cash assistance.

This Expression of Interest (EOI) process is the first stage of a multi-stage process. DRC intends to distribute cash and/or vouchers up to an estimated value of LYD 20,000,000 (20 million) to our beneficiaries through one or more FINANCIAL SERVICE PROVIDERS (FSPs) to implement Cash and Voucher Assistance (CVA). CVA refers to all programmes whereby cash transfers or vouchers for goods or services are directly provided to recipients. DRC would like to request information from suppliers regarding the available modalities for CVA within each geographic region of Libya. Any FSPs passing the evaluation of the EOI will be invited to participate in a Request for Proposal (RFP).

The overall goal of DRC is to provide multipurpose cash assistance to the beneficiaries to meet their basic needs and increased livelihoods through provision of business grants and sector-specific cash and voucher assistance; it also intends to provide choice and flexibility to beneficiaries for usage of cash as per their needs. This will cover DRC's programme sectors: **multi-sector, economic recovery, shelter, protection, water and sanitation**.

DRC seeks an EOI from multiple FSPs to provide their services in support of the implementation of DRC's CVA through the signing of a framework agreement. Selected institution(s) will be required to provide the most effective and efficient cash and/or voucher delivery mechanisms in support of DRC's CVA. Based on the outcome of the EOI, DRC reserves the right to split the subsequent RFP into Lots for different delivery mechanisms, as well as sign framework agreements with multiple FSPs based on programmatic necessity.

Requested options to deliver cash and/or voucher to beneficiaries are as follows:

- **OPTION 1: Mobile money** – via Mobile Network Operators (MNOs) or banks – (Please complete Annex A.1)
- **OPTION 2: Smart cards and pre-paid cards** – for cash grants and electronic vouchers – through banks or non-bank FSPs – (Please complete Annex A.2)
- **OPTION 3: Delivery through an agent/over the counter (OTC)** – through a formal or informal institution acting as an intermediary – including money transfer agents and traders – (Please complete Annex A.3)
- **OPTION 4: Any other modality for cash delivery** that is not listed above – (please complete Annex A.4)

DRC invites qualified FSPs to submit their EOI in respect of one or more of these options before the deadline as stipulated in the section below.

## I. EOI DETAILS

The EOI details are as follows:

Line	Item	Time, date, address as appropriate
1	Call for Expression of Interest published	13:00, Thursday 27 <sup>th</sup> May, 2021
2	Closing date for clarifications	12:00, Tuesday 8 <sup>th</sup> June, 2021
3	Technical meeting and clarification of questions	10:00, Tuesday 1 <sup>st</sup> June, 2021
4	Closing date and time for receipt of EOI	12:00, Wednesday 16 <sup>th</sup> June, 2021
5	EOI opening Location	DRC Libya Office Alnesreen Road, Close to Ben Naby Mosque, Almansoura Area, Tripoli, Libya
6	EOI opening date and time	11:00, Thursday 17 <sup>th</sup> June, 2021

## II. WHO SHOULD APPLY?

Any FSP providing the services described above and are duly registered in Libya are encouraged to apply.

## III. QUERIES ABOUT THIS EOI

For queries on this EOI, please contact the Supply Chain Coordinator – [thomas.winter@drc.ngo](mailto:thomas.winter@drc.ngo)

All questions regarding this EOI shall be submitted in writing to the above. On the subject line, please indicate the EOI number. **EOI responses shall not be sent to the above email.**

All questions during the EOI period, as well as the associated answers, will be published for all FSPs, or for open Calls for Expression of Interest published at the following websites: [www.drc.ngo](http://www.drc.ngo), [www.libyantenders.ly](http://www.libyantenders.ly), [www.reliefweb.int](http://www.reliefweb.int).

## IV. TECHNICAL MEETING

An EOI technical meeting will be held on **10:00, Tuesday 1<sup>st</sup> June, 2021** at DRC Libya Office, Alnesreen Road, Close to Ben Naby Mosque, Almansoura Area, Tripoli, Libya, for all interested parties to attend - Full Covid precautions will be in place including socially-distanced seating and the provision of face masks and hand sanitisers.

The objective is twofold:

- For DRC technical staff to give an overview of the requirements and expectations of the FSPs, including types of contracts etc. to be entered into.
- To allow potential service providers the opportunity to further understand the DRC requirements and ask questions to clarify the programme and/or the application process.

All questions and answers covered at the EOI technical meeting will be published on the following websites; [www.drc.ngo](http://www.drc.ngo), [www.libyantenders.ly](http://www.libyantenders.ly), [www.reliefweb.int](http://www.reliefweb.int). This will not include discussions and/or negotiations regarding financial criteria (fees, service charges etc) that may be included in the RFP at a later date.

A copy of the questions and answers can be requested from: [thomas.winter@drc.ngo](mailto:thomas.winter@drc.ngo)

All costs associated with attending the EOI technical meeting are on the FSP's account.

## V. EOI SUBMISSION

Financial proposals should not be submitted with the EOI but will instead be requested in the RFP process. Financial information (fees, charges, service costs etc) are not to be included in the EOI submittal.

**Any FSP submitting financial data will be excluded from the RFP process.**

### A. Email submission

EOI submissions should be sent by email to the following dedicated, controlled, & secure email address:

[tender.lby.tun@drc.ngo](mailto:tender.lby.tun@drc.ngo)

The above email address should not be used for any other correspondence. Questions to this address will not be answered.

When submissions are emailed the following conditions shall be complied with:

- **“DRC-LBY-TIP-EOI-0002 – Financial Service Provider”** shall be inserted in the Subject Heading of the email.
- Required documents shall be included as an attachment to the email in PDF, JPEG, TIF format, or the same type of files provided as a ZIP file. Documents in MS Word or excel formats, will result in the submission being disqualified.
- Email attachments shall not exceed 4MB; otherwise the FSP shall send his EOI response in multiple emails.

*Failure to comply with the above may disqualify the EOI submission.*

DRC is not responsible for the failure of the Internet, network, server, or any other hardware, or software, used by either the Bidder or DRC in the processing of emails.

DRC is not responsible for the non-receipt of EOI submissions by email as part of the e-Tendering process.

## **VI. REVIEW OF EOI SUBMISSIONS**

The review of all EOI submissions will be done by **11:00, Monday 21<sup>st</sup> June, 2021**. Those FSP's who's EOI submissions are accepted will then be sent a 'Request For Proposal' (RFP) to complete and submit to DRC as a formal Tender.

DRC will not be liable for any costs incurred by applicants through participation in the EOI process.

Under DRC's Anticorruption Policy all parties shall observe the highest standard of ethics during the procurement and execution of such contracts. DRC will reject a Bid if it determines that the Bidder recommended for award has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the Contract.

## **VII. DISCLAIMER**

DRC is not committed contractually in any way to those applicants whose applications are accepted.

While the information contained in this request for EOI has been formulated with all due care, DRC does not warrant or represent that the information is free from errors or omissions. The information is made available on the understanding that the DRC and its respective employees and agents, shall have no liability (including liability by reason of negligence) for any loss, damage, cost or expense incurred or arising by reason of any person using or relying on the information and whether caused by reason of any error, omission or misrepresentation in the information or otherwise.

We look forward to your participation.

Yours sincerely

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