



Interreg



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NEXT MED

MEDWISE



EDAMA
Energy, Water & Environment

Mediterranean Waste Innovations for Sustainable Environments “MedWise”

(A_T_2.4_0393_MEDWISE)

Auditor Tender Dossier and Declaration on Honour

PART A: INFORMATION FOR THE TENDERER

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This ToR is published under the EU Co-Funded Project “MedWise”

EDAMA Association launches a call for an Auditor under MedWise project.

1. About EDAMA

EDAMA in Arabic means “sustainability”. EDAMA Association is a Jordanian NGO established in 2009. As a Business Association, we are here to cultivate an environment where innovative solutions for energy and water independence and environmental conservation emerge.

Advancing Jordan’s movement towards a green economy is an ambitious and priority goal. To be achieved, we need robust knowledge hubs, multi-stakeholder dialogue avenues, and private sector mobilization. EDAMA’s niche is in providing a platform agile and inclusive enough to involve a large number of public, private and NGO sector representatives. These key players together discuss and shape the future development of the Energy, Water, and Environment (EWE) sectors in Jordfan.

2. About the Project:

Key Information:

Acronym: MedWise.

Full title: Mediterranean Waste Innovations for Sustainable Environments.

Thematic objective: Promoting the transition to a circular and resource efficient economy

Donor: The European Union through the Interreg NEXT MED Programme

Partners: EDAMA, University of Catania (Italy) Universitat de Vic, Universitat Central de Catalunya (Spain) Italian National Agency for New Technologies, Energy and Sustainable Economic Development (Italy) American University of Beirut (Lebanon) Muğla Sıtkı Koçman Üniversitesi (Turkey) Leaders International Organization (Palestine).

Project Duration: 36 Months.

Project Start Date: 2025 - **Project End Date:**2028.

The MEDWISE project aims to strengthen research and innovation capacities in the Mediterranean region while supporting the adoption of advanced technologies in waste management. The project focuses

on fostering collaboration between academic institutions, research centers, and businesses through cross-border technology transfer and knowledge exchange.

3. Simplified tender dossiers for service (single tender)

Name and address of the contracting authority:

EDAMA Association for Energy, Water and Environment

1st floor, 8- Yousef El Sukkar Street | P.O.Box 445 Amman 11831 Jordan

Contact person: Musab Alnajjar

Title of the tender: External Auditor Tender

Reference number: A_T_2.4_0393_MEDWISE

PART A: INFORMATION FOR THE TENDERER

1. INFORMATION ON SUBMISSION OF TENDERS

Subject of the contract:

The subject of this tender is **External Auditor service**

Provision of services, as indicated in the technical information in point 2 of this section.

Deadline for submission of the tenders:

The deadline for submission of tenders is 18.Decemembr.2025 until 11:59pm Jordan Time. Any tender received after this deadline will be automatically rejected.

Address and means of submission of the tenders:

The tenders will be submitted to EDAMA Association (Email: info@edama.jo and)

The message will clearly indicate:

Title of the tender

Reference number

Name and address of the tenderer

The tenders must be submitted using the double system, i.e. one bearing the words 'Email A - Technical Offer - A_T_2.4_0393_MEDWISE' and the other 'Email B - Financial Offer - A_T_2.4_0393_MEDWISE'. All parts of the tender other than the financial offer must be submitted in E-mail A (i.e. including the tender submission form and declarations).

In addition, a third email with the passwords of the folders sent in e-mails called "Email A - Technical Offer" and "Email B- Financial offer" is required, bearing the words "Email C - passwords - A_T_2.4_0393_MEDWISE"

Files shall be included in protected folders or at least in compressed folder(s) or through protected IT hyperlinks to file hosting service. Where passwords, encryptions or any other IT means used to protect the confidentiality of the submitted offers, description shall be sent by the tenderer.

The selection process will be conducted in full respect of the principles of transparency, traceability, equal treatment, and sound financial management, in accordance with the procurement rules of the Interreg NEXT MED Programme.

2. TECHNICAL INFORMATION

The tenderers are required to provide services as indicated below. In the technical offer, the tenderers will indicate more details on the deliveries, referring back to the below information/ table:

No.	Expenditure Verification Report(EVR)	Months Covered by the Report	Deadline for Submitting the report
1	EVR of the First Interim Report	M1* - M6	Within one month after the end of the reporting period
2	EVR of the Second Interim Report	M6 – M12	Within one month after the end of the reporting period
3	EVR of the Third Interim Report	M12 – M18	Within one month after the end of the reporting period
4	EVR of the Fourth Interim Report	M18 – M24	Within one month after the end of the reporting period
5	EVR of the Fifth Interim Report	M24 – M30	Within one month after the end of the reporting period
6	EVR of the Final Interim Report	M30 – M36	Within two months after the end of the reporting period

**M1 is 15. July. 2025./ M36 is 18.July.2028*

The appointed auditor shall meet the requirements set by the Interreg - NEXT MED Implementing Rules and shall be independent from the LB and PPs' organizations as well as the Programme bodies (MA/ JTS/AA). Specific procedures have been set up in each participating country to ensure that the auditor selected by the LB, or PP meets these requirements.

Such verifications are carried out at national level by the Control Contact Points which endorse the choice by validating the selected auditor. Before signing the contract with the selected auditor, the LB and the PPs organizations have to send the documents required in order to allow the CCP of their respective country to verify the auditor's requirements.

Once validated by the CCP, the LB and each PP shall conclude the agreement with the selected auditor setting the scope of tasks and the procedures which shall be fulfilled during the expenditure verification process.

The participation of the person in charge of the expenditure verification in the training courses organized by the MA is mandatory.

The MA, the JTS or the CCP may carry out quality controls on the work carried out by the auditor at any moment during the execution period of the Grant Contract. The MA can ask to the LB and partners to replace the project auditor in case of doubts on his/her independence, professional standards, professional reliability or of substantial errors detected in the reports. In such a case, the CCP of the concerned country will be immediately informed and take any appropriate action as the case may be.

The tasks of the auditors appointed by the project Lead Beneficiaries and partners are, inter alia:

- a. to verify that goods and services have been delivered and the works have been performed.
- b. to verify that the expenditure declared by the beneficiaries relates to the eligible period or previous ones and it has been paid.
- c. to verify the compliance with applicable rules (including eligibility rules), also including procurement and visibility requirements.
- d. to verify the compliance of the expenditures with the approved project and the signed Grant Contract.

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- e. to check the related documents and accounting on avoidance of possible double funding.
- f. to verify the adequacy of supporting documents.
- g. to check the registration of the expenditure in the accounting records of the beneficiary and that the expenditure is determined according to the accounting standards and the usual cost accounting practices applicable to the beneficiary.
- h. to check the record-keeping and archiving rules for the documentary evidence related to the implementation of the project.
- i. to notify irregularities and suspicion of fraud or corruption, as the case may be.

Expenditure incurred and paid by the LB, or PP can be claimed within the project only after their respective independent auditor verifies it

The expenditure verifications are carried out according to formats and checklists provided by the MA, and their outcomes has to be attached to each payment request. A copy of the audit reports has to be submitted to the concerned Control Contact Points, in order to allow them to carry out specific checks, as the case may be.

The Expenditure Verification Reports (Audit Reports) are supposed to cover the period from July 15, 2025, to July 18, 2028, this includes six biannual expenditure verifications reports as follows:

The contract awarded under this tender shall remain valid for the entire duration of the MEDWISE project. In the event of an extension of the project implementation period by the Contracting Authority or the Programme, the auditor's contract shall be automatically extended under the same terms and conditions to cover the additional period, without the need for a new procurement procedure.

3. ADDITIONAL INFORMATION

The award criterion is:

<best value for money, weighing 80% technical quality and 20% price.

Offers will be evaluated based on the following:

Criteria	Sub criteria	Scoring
Technical Offer 80 %		
Past Experience	Specific experience relevant to the assignment. Experience in EU or ENI projects within the last 5 years will be preferred.	20%
Adequacy of the proposed methodology and work plan in responding to the TOR	Quality of the audit methodology proposed for the assignment.	Methodology 35%
	Detailed work plan meeting the requirement of the assignment	Work plan 25
Financial offer 20 %		20%
100%	Total	100%

The successful and unsuccessful tenderers will be informed of the results of the evaluation procedure in written.