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**B-Brussels: European Report on Development (ERD) —
mobilising European research for development policies initiative**

2010/S 109-164443

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S)

European Commission, Development and Relations with African, Caribbean and Pacific States DG together with the Government of Finland, the Government of France, the Government of Germany, the Government of Luxembourg, the Government of Spain, the Government of Sweden and the Government of the United Kingdom
rue de la Science 15

Contact: DEV EDR Secretariat

Attn: Sven Kuehn von Burgsdorff, DG DEV Unit A1: Forward Looking Studies and Policy Coherence
1049 Brussels

BELGIUM

Tel. +32 22993200

E-mail: DEV-EDR-SECRETARIAT@ec.europa.eu

Fax +32 22992915

Internet address(es)

General address of the contracting authority http://ec.europa.eu/development/index_en.cfm

Further information can be obtained at: As in above-mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s)

Tenders or requests to participate must be sent to: As in above-mentioned contact point(s)

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES

European institution/agency or international organisation

General public services

The contracting authority is purchasing on behalf of other contracting authorities No

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority

European Report on Development (ERD) — mobilising European research for development policies initiative.

II.1.2) Type of contract and location of works, place of delivery or of performance

Services

Service category: No 8

Main place of performance Europe.

II.1.3) The notice involves

A public contract

II.1.4) Information on framework agreement

- II.1.5) **Short description of the contract or purchase(s)**
Elaboration of the 'European Report on Development (ERD)', including a set of research activities and policy dialogue. The objective of the ERD is to enhance the European perspective on development issues and to build a common ground between the European research community and the policy-makers.
- II.1.6) **Common procurement vocabulary (CPV)**
73000000
- II.1.7) **Contract covered by the Government Procurement Agreement (GPA)**
No
- II.1.8) **Division into lots**
No
- II.1.9) **Variants will be accepted**
No
- II.2) **QUANTITY OR SCOPE OF THE CONTRACT**
- II.2.1) **Total quantity or scope**
The maximum amount available is 1 700 000 EUR. The contract could be renewed for another 2 years.
- II.2.2) **Options**
No
- II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION**
Duration in months: 15 (from the award of the contract)

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

- III.1) **CONDITIONS RELATING TO THE CONTRACT**
- III.1.1) **Deposits and guarantees required**
Prefinancing guarantee as specified in the tender specifications.
- III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them**
Payments shall be in euro. Terms of payments are as follows:
20 % prefinancing following signature of the contract and within 30 days of the receipt of the financial guarantee;
10 % first interim payment after approval of the work plan;
40 % second interim payment after approval of the ERD outline;
Payment of the balance after approval by the final ERD report.
NB: Terms of payment for the first and second interim payments might be subject to modification to meet Member States' administrative requirements.
- III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded**
Participation in this tendering procedure is open to consortia and partnerships. Partnerships or consortia should specify full details of individual members including the criteria in sections 11 and 12 of the tender specifications. In addition, one of the consortium members must be designated as legal operator and will be the contracting authority's main interlocutor and will have sole legal and financial liability vis-à-vis the contracting authority. No operator may participate in more than 1 tender.
- III.1.4) **Other particular conditions to which the performance of the contract is subject**
No
- III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers

Information and formalities necessary for evaluating if requirements are met: Tenderers shall provide a declaration on their honour, duly signed and dated, stating that they are not in one of the situations referred to in Articles 93 and 94 of the Financial Regulation.

III.2.2) Economic and financial capacity

Information and formalities necessary for evaluating if requirements are met: Evidence of financial and economic capacity must be provided by means of the following documents:

(a) the presentation of balance sheets or extracts from balance sheets for at least the last 2 years for which accounts have been closed, where publication of the balance sheet is required under the company law of the country in which the economic operator is established;

(b) a statement of overall turnover and turnover concerning the works, supplies or services covered by the contract during a period which may be no more than the last 3 financial years.

The average turnover per year shall be at least 2 000 000 EUR. For consortia and partnerships, the average turnover per year will be calculated as the sum of the turnover of each member of the consortium or partnership. In case of a consortium or a group of firms, all partners must provide the information required.

III.2.3) Technical capacity

Information and formalities necessary for evaluating if requirements are met: technical and professional expertise will be evaluated on the basis of:

a) the tenderers and all the members of the consortium shall be based in EU Member States;

b) the tenderers must demonstrate having performed at least 3 major policy-oriented research projects/ programmes related to the areas and tasks covered by the contract over the past 5 years (e.g., research programmes in the field of external/development policy and /or international affairs);

c) the tenderer must demonstrate having organised at least 3 major events — workshops or conferences — related to the area and tasks covered by the contract over the past 5 years.

d) The composition of the ERD core team submitted by the tenderers shall be:

(i) multidisciplinary, having at least the following range of expertise: politics, economics, social and international affairs; and

(ii) multinational, based in at least 2 different EU Member States.

III.2.4) Reserved contracts

No

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) Execution of the service is reserved to a particular profession

No

III.3.2) Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service

Yes

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure

Open

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate

IV.1.3) Reduction of the number of operators during the negotiation or dialogue

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

IV.2.2) **An electronic auction will be used**

No

IV.3) **ADMINISTRATIVE INFORMATION**

IV.3.1) **File reference number attributed by the contracting authority**

T/DEV/ERD/2010/001.

IV.3.2) **Previous publication(s) concerning the same contract**

Prior information notice

Other previous publications

Notice number in OJ: 2008/S 77 -103406 of 19.4.2008

IV.3.3) **Conditions for obtaining specifications and additional documents**

Time limit for receipt of requests for documents or for accessing documents 25.8.2010 - 16:00

Payable documents No

IV.3.4) **Time-limit for receipt of tenders or requests to participate**

1.9.2010 - 16:00

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**

Spanish. Danish. German. Greek. English. French. Italian. Dutch. Portuguese. Finnish. Swedish. Czech. Estonian. Hungarian. Lithuanian. Latvian. Maltese. Polish. Slovak. Slovenian. Irish. Bulgarian. Romanian.

IV.3.7) **Minimum time frame during which the tenderer must maintain the tender**

Duration in month(s): 6 (from the date stated for receipt of tender)

IV.3.8) **Conditions for opening tenders**

Date: 6.9.2010 - 15:00

Place

European Commission, rue de la Science 15, 1049 Brussels, BELGIUM.

Persons authorised to be present at the opening of tenders Yes

1 tenderer's authorised representative.

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT**

No

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS**

Yes

reference to project(s) and/or programme(s): Programmes for awareness raising on development issues.

VI.3) **ADDITIONAL INFORMATION**

Joint procurement procedure: (Article 91 of Financial Regulation) European Commission and Member States' financial contributions (Germany, Spain, France, Luxembourg, Finland, Sweden and the United Kingdom).

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures**

General Court of the European Union

rue du Fort Niedergrünwald
2925 Luxembourg
LUXEMBOURG
Tel. +352 4303-1
Internet: <http://curia.europa.eu/>
Fax +352 4303-2100

VI.4.2) **Lodging of appeals**

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

General Court of the European Union
rue du Fort Niedergrünwald
2925 Luxembourg
LUXEMBOURG
Tel. +352 4303-1
Internet: <http://curia.europa.eu/>
Fax +352 4303-2100

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

27.5.2010