

Call for expression of interest for the setting up of a list of external experts for evaluation activities in connection with the following programmes: Intelligent Energy-Europe, Eco-Innovation and Marco Polo.

Reference: EACI/2008/001

1. Awarding authority:

Executive Agency for Competitiveness and Innovation (EACI)
European Commission
B-1049 Brussels
<http://ec.europa.eu/eaci>

2. Type:

The Executive Agency for Competitiveness and Innovation (EACI) invites applications with a view to drawing up lists of external experts that will assist it in evaluation activities relating to the implementation of the Competitiveness and Innovation Programme (CIP) adopted by decision of the European Parliament and the Council.¹ This concerns the two following programmes: Intelligent Energy-Europe² and Eco-Innovation.³ In addition, the EACI invites applications in the field of Marco Polo⁴.

Candidates who are interested in having their names entered in these lists of experts are invited to submit their application in accordance with the rules set out below. The experts will assist the EACI in the following activities:

- I. Evaluation of proposals in response to calls for proposals in line with the various aims of the above-mentioned programmes and policies as well as the criteria published for specific calls for proposals and related information packages.
- II. Evaluation of finished or ongoing activities or projects under the above-mentioned programmes.
- III. Evaluation of the programmes themselves in order to assess their impacts based on specific evaluation criteria as well as indicators.

Each time that an evaluation activity relating to one of the programmes mentioned above has to be carried out, the awarding authority will invite either all candidates entered on the list or

¹ Decision No 1639/2006/EC of the European Parliament and of the Council of 24 October 2006 establishing a Competitiveness and Innovation Framework Programme (2007 to 2013) OJ L 310/15, 09.11.2006.

² Detailed information on the Intelligent Energy Europe Programme can be found in the following address: http://ec.europa.eu/energy/intelligent/index_en.html

³ More information on eco-innovation can be found in the following address: http://ec.europa.eu/environment/etap/ecoinnovation/index_en.htm

⁴ Detailed information on the Marco Polo II Programme may be found in the following address: http://ec.europa.eu/transport/marcopolo/index_en.htm

only some of them on the basis of objective and non discriminatory selection criteria specific to the concrete evaluation.

Inclusion on the lists entails no obligation on the part of the awarding authority concerning the award of a contract.

There will be three lists of experts: one for the programme Intelligent-Energy Europe, one for the programme Eco-innovation and a third one for the programme Marco Polo.

The awarding authority reserves the right to call upon experts from one list for evaluation activities relating to any of the three programmes.

3. Domains of expertise:

With this call for applications, the EACI is looking for experts in the following fields:

A. INTELLIGENT ENERGY-EUROPE

A.I ENERGY EFFICIENCY:

- Energy-efficient buildings
- Energy-efficient industry
- Energy-efficient products
- Sustainable transport
- Energy end-use efficiency and energy services

A.II RENEWABLE ENERGY:

- Renewable electricity
- Renewable heating and cooling
- Integration of renewables into buildings
- Decentralised (small scale) renewable power generation
- Biofuels
- Biobusiness

A.III HORIZONTAL ASPECTS:

- Sustainable communities
- Environment education and training
- Monitoring and evaluation
- Communication relating to intelligent energy
- Local actions and energy agencies
- Combined Heat and Power
- Financing mechanisms and risk assessment
- Policy-making relating to intelligent energy

B. ECO-INNOVATION

B.I CLEANER PRODUCTION PROCESSES AND INNOVATIVE ENVIRONMENTAL FRIENDLY PRODUCTS AND SERVICES

- All industrial sectors
- Construction sector
- Chemical sector
- Food and drink sector
- Manufacturing
- Recycling
- Metal processing
- Eco-design
- Integrated product policy
- Bio-based products
- Eco-label
- Green services
- Financing mechanisms and risk assessment
- Waste management and end of life management

B.II SUPPORT TO ENTERPRISES, IN PARTICULAR SMEs

- SMEs green business
- Environmental management systems
- Eco-innovation networking

C. MARCO POLO

- Logistics
- Road transport
- Maritime transport
- Rail transport
- Experience in TEN-T
- Transport consultancy
- Combined transport/co-modality/intermodality
- Intermodal Freight shift and transport

Applicants should indicate clearly their domain or domains of competence in the list above. See point 6 for the selection criteria.

Contracts signed under this call for applications will be standard task contracts concluded with a daily rate of 450 € (four hundred and fifty euro). Travel, subsistence and other costs will be reimbursed according to standard Commission rules.⁵ Contracts will, as a general rule, not cumulatively exceed 30 days per year.

The daily rate of 450 € may be subject to annual or biannual revision.

4. Validity of the list:

The list drawn up following this call for applications shall be valid until the end of the multi-annual programmes mentioned in point 2.

⁵ Commission decision of 5 December 2007(DOC C (2007) 5858).

Any interested person may submit an application at any time during the period of validity of the list with the exception of the last three months of that period.

Candidates may withdraw their application at any moment during the period of validity of the list by written notice to the awarding authority.

5. Place of work:

The place of work will be the place where the evaluator has his official (permanent) address or Brussels.

6. Criteria for the inclusion on the list:

6.1. Exclusion criteria:

Candidates shall be excluded from participation if:

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they have been convicted of an offence concerning their professional conduct by a judgement which has the force of *res judicata*;
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority may justify;
- (d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- (e) they have been the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- (f) they are currently subject to an administrative penalty referred to in Article 96(1) of the Financial Regulation⁶.

6.2 Selection criteria:

In order to be selected, the candidates must fulfil the following requirements:

⁶ Council Regulation (EC, Euratom) No 1605/2002 of 25 June 2002 on the Financial Regulation applicable to the general budget of the European Communities as amended by Council Regulation (EC, Euratom) N° 1995/2006 of 13 December 2006 amending Regulation N° 1605/2002 on the Financial Regulation applicable to the general budget of the European Communities (OJ L 390/2006 of 30 December 2006).

(a) hold a university degree;

(b) have at least five years of professional experience, including at least three years acquired in one of the topics mentioned in point 3.

(c) appropriate working knowledge of English.

Before signing the contract with the Agency, the selected candidates may be requested to present supporting documents (i.e., copy of university degree and certificates of working experience).

7. Submission of applications:

Applications must be submitted using the **on-line application system** available on the EACI website: <http://ec.europa.eu/eaci>

Applications which fail to comply with this formal requirement will not be evaluated further.

Applicants must confirm in their application that they are not in one of the situations quoted in point 6.1 (exclusion criteria).

8. Other information

The EACI will ensure that the evaluation panels set up on the basis of the list of experts from this call for expression of interest are established in a balanced way and there is appropriate rotation of experts. Applicant's geographical origin as well as professional background will be taken into account. The EACI also seeks the balanced participation of men and women.

To ensure the independence of proposal evaluations, on conclusion of their contract, the experts selected will have to sign a declaration certifying that they have no conflict of interests for the evaluation concerned and that they without delay will inform the EACI if such conflict of interests should emerge during the course of the evaluation. There is a conflict of interests where the impartial and objective exercise of the functions of an evaluator is compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other shared interest with the proposers. Throughout the evaluation process, the evaluators must demonstrate appropriate devotion to duty and observe the confidentiality of the information and documents brought to their attention during the process.

Processing your reply to the present call for expression of interest will involve the recording and processing of personal data (such as your name, address and CV). Such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.⁷ Unless indicated otherwise, your replies to the questions and any personal data requested are required to evaluate your application in accordance with the specifications of the present call for expression of interest and will be processed solely for that purpose by the awarding authority. You are entitled to obtain access to your personal data on request and to rectify any such data that

⁷ OJ L 8 of 12 January 2001.

is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to the Data Protection Officer of the EACI: EACI-DPO@ec.europa.eu. You have the right of recourse at any time to the European Data Protection Supervisor for matters relating to the processing of your personal data.

The awarding authority will publish periodically in its web site the list of experts who have signed a contract with the Agency.