



EUROPEAN COMMISSION
DIRECTORATE-GENERAL
REGIONAL POLICY
Thematic development , impact, evaluation and innovative actions
Evaluation and additionality

Brussels, 22.02.2008* 01521
REGIO.C.2./JS D(2008) 680043

Dear Sir/Madam,

Subject: Call for tenders by open procedure n° 2008.CE.16.0.AT.019 concerning the ex post evaluation of cohesion policy programmes 2000-2006 co-financed by the European Fund for Regional Development (Objective 1 and 2)

Work package 10: "Efficiency: Unit costs of major projects"

1. I enclose the call for tenders relating to the above-mentioned contract.
2. If you are interested in this contract, you should submit a tender in triplicate in one of the official languages of the European Union.
3. Bids must be submitted
 - a) either by post or by courier not later than **15/04/2008**, in which case the evidence of the date of dispatch shall be constituted by the postmark or the date of the deposit slip, to the following address:

European Commission
Directorate-General for Regional Policy, Unit Evaluation and Additionality,
CSM 1 – 4/123
For the attention of Ms Gaffey
B – 1049 Brussels

- b) or delivered by hand to the following address:

European Commission
Directorate-General for Regional Policy,
Unit Evaluation and Additionality,
CSM 1 – 4/123
For the attention of Ms Gaffey

Exact address :
avenue du Bourget, 1
B-1140 Brussels (Evere)
Belgium

not later than 16.00 on **15/04/2008**. In this case, a receipt must be obtained as proof of submission, signed and dated by the official in the Commission's central mail department who took delivery. The department is open from 08.00 to 17.00 Monday to Thursday, and from 8.00 to 16.00 on Fridays. It is closed on Saturdays, Sundays and Commission holidays.

4. Tenders must be placed inside two sealed envelopes. The inner envelope, addressed to the department indicated in the invitation to tender, should be marked as follows: **“Invitation to tender n° 2008.CE.16.0.AT.019 - not to be opened by the internal mail department”**. If self-adhesive envelopes are used, they must be sealed with adhesive tape and the sender must sign across this tape.

The inner envelope must also contain two sealed envelopes, one containing the technical specifications and the other the financial bid. Each of these envelopes must clearly indicate the content (“Technical” and “Financial”).

5. The specification, listing all the documents that must be produced in order to tender and the draft contract are attached.
6. Tenders must be:
 - signed by the tenderer or his duly authorised representative;
 - perfectly legible so that there can be no doubt as to words and figures.
7. Period of validity of the tender, during which the tenderer may not modify the terms of his tender in any respect: 12 months from the date it was submitted.
8. Submission of a tender implies acceptance of all the terms and conditions set out in this invitation to tender, in the specification and in the draft contract and, where appropriate, waiver of the tenderer’s own general or specific terms and conditions. It is binding on the tenderer to whom the contract is awarded for the duration of the contract.
9. Contacts between the contracting department and tenderers are prohibited throughout the procedure save in exceptional circumstances and under the following conditions only:

Before the final date for submission of tenders:

At the request of the tenderer, the contracting department may provide additional information solely for the purpose of clarifying the nature of the contract.

Any requests for additional information must be made in writing only to the attention of Ms Gaffey.

Requests for additional information received less than five working days before the closing date for submission of tenders will not be processed.

The Commission may, on its own initiative, inform interested parties of any error, inaccuracy, omission or any other clerical error in the text of the call for tenders.

Any additional information including that referred to above will be sent simultaneously to all tenderers who have requested the specification.

After the opening of tenders

If clarification is required or if obvious clerical errors in the tender need to be corrected, the contracting department may contact the tenderer provided the terms of the tender are not modified as a result.

The tendering documents are available on the WEB-site of Directorate General for Regional Policy at the following address:

http://ec.europa.eu/regional_policy/tender/tender_en.htm.

Potential tenderers are requested to regularly verify the internet web-site.

10. This invitation to tender is in no way binding on the Commission. The Commission's contractual obligation commences only upon signature of the contract with the successful tenderer.

Up to the point of signature, the contracting authority may either abandon the procurement or cancel the award procedure, without the candidates or tenderers being entitled to claim any compensation. This decision must be substantiated and the candidates or tenderers notified.

11. You will be informed whether or not your tender has been accepted.
12. If your offer includes subcontracting, it is recommended that contractual arrangements with subcontractors include mediation as a method of dispute resolution.
13. Processing your reply to the invitation to tender 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. Unless indicated otherwise, your replies to the questions and any personal data requested are required to evaluate your tender in accordance with the specifications of the invitation to tender and will be processed solely for that purpose by the European Data Protector Officer. You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to the European Data Protection Officer (<http://www.cc.cec.dataprotectionofficer/>). 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.
14. You are informed that for the purposes of safeguarding the financial interest of the Communities, your personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel and/or to the European Anti-Fraud Office (OLAF).

Data of economic operators which are in one of the situations referred to in Articles 93, 94, 96(1)(b) and 96(2)(a) of the Financial Regulation¹ may be included in a central database and communicated to the designated persons of the Commission, other institutions, agencies, authorities and bodies mentioned in Article 95(1) and (2) of the Financial Regulation. This refers as well to the persons with powers of representation, decision making or control over the said economic operators. Any party entered into the database has the right to be informed of the data concerning it, up on request to the accounting officer of the Commission.



Natalija Kazlauskienė
Director

¹ Council Regulation (EC, Euratom) N° 1605/2002 of 25 June 2002 (OJEU L 248 of 16.09.2002), as amended by Council Regulation (EC, Euratom) N° 1995/2006 of 13.12.2006 (OJEU L 390 of 30.12.2006).

Specifications

1 TITLE OF CONTRACT

Ex post evaluation of cohesion policy programmes 2000-2006 financed by the European Regional Development Fund in Objective 1 and 2 regions: Work Package 10 – Unit costs of major projects.

2 OVERALL PURPOSE AND CONTEXT OF THE CONTRACT

The European Commission, Directorate-General for Regional Policy is undertaking an ex post evaluation of cohesion policy programmes financed by the European Regional Development Fund (ERDF) during the period 2000-2006 in regions covered by Objective 1 and Objective 2 in 25 Member States².

The ex post evaluation is an important instrument to inform national and regional authorities, the general public, the European Parliament and other stakeholders involved about the outcomes of the 2000-2006 generation of cohesion policy programmes. The evaluation will establish the impact of the Structural Funds in Objective 1 and 2 regions on economic and social cohesion, assess the effectiveness and efficiency, identify the Community added value and lessons for the future.

Results and interim results of the study will be used during the forthcoming policy review of the EU budget in 2008 / 2009 and for the discussion of a next programming period of cohesion policy.

The overall ex post evaluation will consist of a set of eleven interlinked evaluations (in the following: "work packages"). A list of the work packages is attached to this Call for Tenders (Annex 1).

Specific Context of this Contract

The present call for proposals covers the tenth work package. It will evaluate the efficiency of ERDF interventions under Objective 1 and 2 programmes for the 2000-2006 period. Efficiency refers to the fact that effects are obtained at a reasonable cost. The evaluation will assess the efficiency of ERDF funded "major projects". It will also develop and test a methodology for investigating unit costs which can later be applied in future evaluations, such as the planned ex-post evaluations of Cohesion Fund and ISPA projects.

ERDF "major projects" are large infrastructures and productive (i.e. business support) investments which are subject to ex-ante appraisal by the Commission's services before Community funds are granted. "Major projects" are defined by Article 25 of Council Regulation 1260/1999 as those projects "(a) which comprise an economically indivisible series of works fulfilling a precise technical function and which have clearly identified aims; and (b) whose total cost taken into account in determining the contribution of the Funds exceeds EUR 50 million." The Commission appraises the major projects in the light of the factors described in Article 26 of the abovementioned regulation. The Commission has to adopt a decision to confirm or amend the requested level of Community assistance for the major project.

² Council Regulation (1260)/1999 of 21 June 1999 laying down general provisions on the Structural Funds.

Under the 2000-2006 Objective 1 and Objective 2 Structural Funds programmes 271 major projects from 11 Member States (DE, EL, ES, FR, IE, IT, AT, PL, PT, SK, UK) have been adopted. The total eligible expenditure involved in these projects amounts to some €33bn, of which approximately €15bn is the contribution of the ERDF.³

3 SUBJECT OF CONTRACT

The objective of the evaluation is to evaluate the efficiency of ERDF "major projects" with respect to two aspects: (i) output efficiency: unit investment costs of infrastructure projects and completion times, together with an analysis of possible cost and time overruns; (ii) result efficiency: cost per job created by productive investments.

The scope of the evaluation is a sample of 155 ERDF supported "major projects" under Objective 1 and 2 programmes for the 2000-2006 period.

The core tasks which must be undertaken are listed below, together with the indicative methodology, the time schedule, the requested deliverables and the organisation of the evaluation.

3.1. Tasks

Task 1. Review of existing literature and evaluations

The consultant will review existing literature and evaluations to take stock of definitions, calculation methodologies and benchmark values for unit costs of infrastructure projects and cost per job created by "productive investments".⁴ The consultant will draw up and submit a report on the findings of this task no later than three months from the beginning of the contract. The conclusions will highlight the most appropriate definitions and calculation methods with a view to defining the methodological framework to be employed in this and future evaluations. The report will review existing unit cost benchmarking methodologies and existing tools, and the various public and commercial databases in the various Member States concerned. The report will comment on what data are meaningfully comparable for each sector and what other factors will drive differences in unit costs.

Definitions, calculation methods and available benchmarks will be presented for:

1. Unit costs of infrastructure projects and components in the following fields: road, rail, urban transport (metro, tramways/light rail), water supply, waste-water treatment for different standards, waste management and energy. This evaluation will mainly focus on transport projects, but it is important that the other fields are also appropriately covered under this task, as the analysis performed will serve as a basis for future Cohesion Fund and ISPA evaluations.
2. Costs per job created in projects involving direct support to enterprises (i.e. "productive investment").

³ A list of 2000-2006 ERDF major projects can be found in the "Annual report on the implementation of the Structural Funds (2006)" available at http://ec.europa.eu/regional_policy/sources/docoffic/official/reports/pdf/annex/2006_sf_annex_en.pdf. Given that major projects can be adopted until the end of 2008, the final number of projects and the amounts involved may change.

⁴ Some examples of reference works are provided as an indication in Annex 2.

When reporting cost benchmarks, currencies and price levels will be made explicit. All benchmarks will be normalised to EUR constant prices.

Task 2. Unit investment costs of infrastructure projects

The task will be carried out on a sample of 115 infrastructure major projects. The table at annex 3 gives an indication of the projects to be included in sample broken down by sector and country.

- 2.1. *Definitions of unit costs.* Based on the findings of task 1, the consultant will develop a set of unit-cost indicators for projects and components to be used in the evaluation. Definitions and measurement units must be provided. The relevant measurement methods will be illustrated. Unit-cost indicators should be designed so as to enable comparison with existing international benchmarks. Indicators for both aggregate output (e.g. m€/km of road, m€/population equivalent for secondary wastewater treatment plant) and specific components (e.g. m€/km of bridge, viaduct, tunnel) will be devised. Distinctions will be made, where relevant, between different technical solutions (e.g. m€/km of high-speed rail, m€/km of conventional rail).
- 2.2. *Calculation of estimated unit costs and completion times.* Based on the information on estimated (i.e. forecast) costs and outputs available in the major project dossiers (i.e. cost-benefit analysis (CBA), application form, Commission decision) the consultant will calculate unit costs for the indicators defined in task 2.1. Due account will be taken of technical and price contingencies and the contractual form of procurement (e.g. Design-Build-Operate, Design-Build-Finance-Operate etc.). The expected completion times will be collected on the basis of the timetable included in the application forms. Since investments take place over several years and in different countries, currencies and unit cost price levels need to be made explicit. Then, all costs should be converted to EUR and be expressed in constant prices using the appropriate (e.g. construction industry) national indices. The calculation of (estimated) unit costs for specific infrastructure components will be done only when information is available in the project dossiers. Estimated unit costs and completion times will be reported by sector. A statistical analysis will be performed where appropriate.
- 2.3. *Calculation of actual unit costs and completion times.* This is the core task of the evaluation. The consultant will do in-depth research on actual unit costs and completion times. The calculation of actual values will require the collection of information on real outputs, costs and times, all of which may differ from the forecasts provided ex-ante in the project dossiers. Where information is available, unit costs of specific works components defined in task 2.1 will be determined. Similarly to task 2.2, currencies and price levels will be made explicit. All costs must be converted to EUR constant prices (same base year of task 2.2). Statistical analysis will be performed where appropriate and results will be presented. An analysis of unit cost variability for each field within and across Member States will be carried out. Also, unit costs will be compared with available international benchmarks identified in task 1. Specific project characteristics which are likely to influence unit cost variability will be highlighted for each project (e.g. for transport links: topography, urbanisation, geological conditions, etc.).
- 2.4. *Analysis of cost overruns and time delays.* Based on the information collected in tasks 2.2 and 2.3, an analysis of cost and time overruns will be carried out. Both absolute and percentage changes will be reported. Statistical analysis will be performed and the presence of possible systematic biases in ex-ante forecasting should be tested (e.g. the

so-called "optimism-bias"). Also, possible correlation between cost overruns and time delays will be explored. Reasons for cost overruns and completion time delays will be investigated at project level, drawing conclusions at national or European level where appropriate. When investigating the causes of possible overruns, a distinction will be made between specific project variables (e.g. difficult geological conditions, contractual form of procurement) and other exogenous factors (e.g. increase in wages due to shortage of labour, increase in demand from developing economies for raw materials).

- 2.5. *The role of ex-ante risk assessment.* The consultant will review the ex-ante risk assessments (i.e. sensitivity and risk analysis) included in the project CBAs. The appropriateness of the risk assessments as a tool to identify the probability and the expected impact of possible cost and time overruns will be investigated, particularly in the light of the observed cost and time overruns. Based on the results of the statistical analyses required above, possible implications of the findings of task 2.4 for future projects' risk assessment will be explored in terms of (i) risk scoping, that is factors affecting the variability of investment cost by sector; (ii) risk quantification, i.e. probability and magnitude of possible overruns. If relevant, the possibility of testing CBA results with optimism-bias uplifts will be investigated.

Task 3. Costs per job created in productive investments

The task will be carried out on a sample of 40 "productive investment" major projects (see annex 3).

- 3.1. *Definitions of employment effects and analysis of investments.* The objective of this sub-task is to assess the scope for comparability of the different cost per job figures which will be calculated. To this end, the consultant will assess the definitions and methodologies used for the estimation of project employment effects reported in the application forms. Based on the findings of task 1, the appropriateness of the different methodologies employed will be assessed. The different investment typologies of the projects included in the sample will be reviewed. Particular attention will be paid to the investment cost break-down because for any given sector of intervention (e.g. car manufacturing) the public grant may cover different types of expenditures (e.g. buildings, machinery, land purchase, training, etc.).
- 3.2. *Calculation of estimated costs per job created.* The (forecast) cost per job created will be calculated on the basis of the information reported in the project application forms on the full investment cost and the estimated jobs created during the operational phase. The nature of the jobs created will be made explicit where relevant (e.g. permanent or temporary, including average duration). The specific methodological assumptions underpinning the calculation of each cost figure will be outlined.
- 3.3. *Calculation of actual costs per job created.* The consultant will gather the information on the actual gross jobs directly created by the project. A comparison between the forecast and the actual values will be carried out. Possible causes of discrepancy will be outlined. The actual cost per job outcomes will be compared across sectors and across countries. The scope for comparability will be made explicit on the basis of the analysis of definitions and methodologies carried out in the previous tasks. For the sector analysis, the NACE codes available in the application forms should be used. Also, cost per job figures will be compared with available international benchmarks identified in task 1.

Task 4. Development of a spreadsheet of unit costs

- 4.1. Based on all the previous work, the consultant will develop a spreadsheet of unit costs for infrastructure projects and costs per job created for productive investments. The objective is to provide indicative benchmarks to be used by the Commission's services for project appraisal. The spreadsheet will also include, where appropriate, the benchmarks reported under task 1. The spreadsheet will be designed so as to enable a possible search of unit cost by, say, type of project or Member State. All unit costs will both be reported in (historical) current prices, local currency (where appropriate) and EUR constant prices. The spreadsheet needs to be compatible with the IT environment of DG for Regional Policy.
- 4.2. A methodology will be developed to allow the Commission's services to update the table in the future with the information that will be collected on the major projects in the new programming period and through future evaluations. Indications will be given on the appropriate types of price indices for making comparison over time. To this end, the variability of (actual) unit costs over time observed in this evaluation should also be taken into account.

3.2. Methodology

Each of the tasks of the evaluation will require a methodological approach, which the evaluators should explain in detail in their tender documentation. Key requirements have been specified in the description of tasks above. Methodologies to be used in the evaluation will include:

- Literature review and desk research – including major project application forms and Commission decisions, evaluations undertaken for the Commission, annual reports.
- Interviews with key stakeholders, including programme and project managers, national level administrations, enterprises, EIB, leading research institutions in the respective fields. In some cases, project visits may be necessary (to be specified by the evaluator in the tender documentation).
- Other methodological approaches as appropriate. For example, the consultant will specify in the tender how it intends to carry out the requested statistical analyses and benchmarking exercise.

3.3. Time schedule and deliverables

The duration of the contract is 11 months starting from its signature. The deliverables and their timing are specified below.

- **Deliverable 1:** one methodological **inception report** covering all tasks.
Deadline: 1 month after the signature of the contract.
- **Deliverable 2:** progress reports of 2 pages maximum.
Deadline: every month.
- **Deliverable 3:** one **first interim report** covering task 1.
Deadline: 3 months after the signature of the contract.
- **Deliverable 4:** one **second interim report**. This should include the following tasks: 2.1, 2.2, 2.3; 3.
Deadline: 7 months after the signature of the contract.

- **Deliverable 5: one draft final report**, covering all tasks.
Deadline: 9 months after the signature of the contract.
- **Deliverable 6: one final report.**
Deadline: 11 months after the signature of the contract.

A hard copy and an electronic version of each interim report are required. For final reports three hard copies and an electronic version (three CD, word format and pdf format) are required. The Commission will provide details for the layout of the reports.

The evaluator will provide presentation material for the final report in English (powerpoint) for the use of Commission services.

All reports need to be delivered in English. The final report will have an executive summary in English, French and German.

The contractor will present the results of the evaluation to the Member States and the Commission services (2 meetings in Brussels).

The quality of the evaluation will be assessed by the Commission services using the quality criteria from the GUIDE to the evaluation of socio-economic development. These can be found in Part 2 of the GUIDE at http://ec.europa.eu/regional_policy/sources/docgener/evaluation/evalsed/index_en.htm. The assessment of the quality will be published by the Commission.

3.4. Organisation of the Evaluation

This work package will be organised on the basis of a single contract with the Directorate General for Regional Policy. As part of the tender documentation, the team to be involved should be identified, describing their skills and qualifications, quantifying the input of each member of the team in terms of days and explain the distribution of tasks between the different consultants involved. The tenderer should demonstrate that the teams have the capacity to work in the different fields and languages needed.

DG REGIO will establish a Steering group representative of the different Directorates General involved, especially DG EMPL, DG ECFIN, DG ENV, DG AGRI, DG TREN, DG RTD, DG INFSO, DG ENTR and DG FISH. The evaluator will provide documentation for and attend 4 meetings of the steering group.

The evaluator in consultation with DG REGIO will identify a maximum of 3 experts in the fields concerned by the evaluation who will provide additional expert input to the evaluation. The evaluator should include in his tender the cost of 3 experts attending 3 meetings in Brussels during the course of the evaluation.

The evaluator will be expected to attend 3 progress meetings with the Evaluation Unit of DG REGIO reviewing the progress of the study and resolving any problems arising. These meetings will be arranged according to needs arising.

The contractor will produce monthly progress reports (2 pages maximum).

The Commission will provide the following documentation or access to it:

- Major project application forms.

- Commission decisions on major projects.
- Information on financial input of Objective 1 and 2 programmes.
- Latest annual reports.
- Draft final reports.

Major project application forms, Commission decisions, Operational Programmes, evaluations and reports are usually available in the language of the Member State concerned only. Most of the documentation from the Member States acceding in 2004 is available in English.

The evaluator will be available to cooperate with the consultant responsible for work package 1 "Coordination, analysis, synthesis".

4 PARTICIPATION IN THE TENDERING PROCEDURE

Participation in tendering procedures is open on equal terms to all natural and legal persons coming within the scope of the Treaties and to all natural and legal persons in a third country which has a special agreement with the Communities in the field of public procurement on the conditions laid down in that agreement.

Where the Plurilateral Agreement on Government Procurement concluded within the WTO applies, the contracts are also open to nationals of the countries that have ratified this Agreement, on the conditions it lays down. In that connection, it should be noted that the services under Annex I-B to Directive 92/50/EEC and the R&D services listed in category 8 of Annex I-A to that Directive are not caught by the Agreement.

As a rule subcontracting is allowed.

Consortia of economic operators are authorised to tender or be candidates.

5 DOCUMENTATION FOR TENDERERS

Annexes 1-3

6 VISITS TO PREMISES OR BRIEFING

Not applicable.

7 VARIANTS

Not authorised.

8 VOLUME OF CONTRACT

€ 350,000 maximum (lump sum, including fees, travel expenses and other costs).

9 PRICE

The attention of the tenderer is drawn to the following points in relation to the price:

- The price quoted must be fixed and not subject to revision.
- Under Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Communities, the Communities are exempt from all charges, taxes and dues, including value added tax; such charges may not therefore be included in the calculation of the price quoted; the VAT amount must be indicated separately.
- The price tendered must be all-inclusive and expressed in euros, including for countries which are not part of the euro zone. For tenderers in countries which do not belong to the euro zone, the price quoted may not be revised in line with exchange rate movements. It is for the tenderer to select an exchange rate and assume the risks or the benefits deriving from any variation.
- The price quoted may include a separate estimate for travel and subsistence expenses. This estimate must be based on the standard Commission rules (see annex). It must include any travel necessary to meet the contracting authority, and represents, at all events, the maximum amount of travel and subsistence expenses payable for all services under the contract. These expenses must be included in the price quoted.
- The same principle applies to any specific expenditure incurred in the performance of the contract, such as the cost of translating reports into the languages indicated in the specification.
- Costs incurred in preparing and submitting tenders are borne by the tenderers and cannot be reimbursed.

10 TERMS OF PAYMENT

The Contractor shall submit requests for all payment, expressed in euros, to the Commission. Payments under the contract shall be made as follows:

- **A first interim payment** equal to 30% of the total amount within 30 days of the date on which a valid request for payment is registered following approval by the Commission of the methodological **inception report** as specified above.
- **A second interim payment** equal to 40% of the total amount within 30 days of the date on which a valid request for payment is registered following approval by the Commission of the **second interim report** as specified above.
- **Payment of the balance** equal to 30% of the total amount within 30 days of the date on which a valid request for payment is registered following approval by the Commission of the **final report** and the organisation of the report's presentations.

11 CONTRACTUAL TERMS AND GUARANTEES

- For contractual conditions, see the contractual conditions in the attached draft contract.
- Guarantees: A performance guarantee equal to 10 % of the total amount of the contract shall be issued by a bank, an authorised financial institution or a third party in favour of the Commission and shall be released after payment of the balance.

12 CRITERIA

Exclusion criteria

1. Candidates or tenderers shall be excluded from participation in a procurement procedure 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 judgment which has the force of res judicata;
 - (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can 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 judgment 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) following another procurement procedure or grant award procedure financed by the Community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations.

Candidates or tenderers must certify that they are not in one of the situations listed in paragraph 1 with **a declaration on their honour**, duly signed and dated.

The tenderer to whom the contract is to be awarded must provide, within the time limit stipulated by the contracting authority and preceding the signature of the contract, the evidence confirming the declaration referred to in the previous point.

2. Contracts will not be awarded to candidates or tenderers who, during the procurement procedure:
 - (a) are subject to conflict of interest,
 - (b) are guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information.

Proof of absence of conflict of interests may be based on **a declaration on honour** specifying that the candidate has no direct or indirect interest of such a nature and scale as may compromise his independent status in performing the tasks assigned to him under the contract referred to in this invitation to tender.

Tenderers should declare:

- that they do not have any conflict of interest in connection with the contract; a conflict of interest could arise in particular as a result of economic interests, political or

national affinities, family or emotional ties, or any other relevant connection or shared interest;

- that they will inform the contracting authority, without delay, of any situation constituting a conflict of interest or which could give rise to a conflict of interest;
- that they have not made and will not make any offer of any type whatsoever from which an advantage can be derived under the contract;
- that they have not granted and will not grant, have not sought and will not seek, have not attempted and will not attempt to obtain, and have not accepted and will not accept, any advantage, financial or in kind, to or from any party whatsoever, constituting an illegal practice or involving corruption, either directly or indirectly, as an incentive or reward relating to the award of the contract.

The Commission reserves the right to check the above information.

Selection criteria

Legal position – means of proof required

- a) Where the tenderer needs a specific authorisation or must be a member of a specific organisation in order to provide the services concerned in his country of origin, he must prove that he holds this authorisation or that he belongs to this organisation.
- b) The tenderer is required to furnish proof of his enrolment on the professional or trade register, or a sworn statement or certificate in accordance with the conditions laid down in the Member state in which he is established.

Economic and financial capacity – means of proof required

Proof of financial and economic standing must be provided by one or more of the following:

- bank declarations;
- balance sheets or summarised balance sheets;
- a statement of general turnover or turnover relating to the services in question, covering the last three financial years.

Technical capacity – means of proof required

Technical capacity will be assessed on the basis of expertise, knowledge, efficiency, experience and reliability in the following areas:

- The theory and practice of socio-economic analysis and evaluation, particularly in the field of project analysis and appraisal.
- Knowledge of fundamental features of cohesion policy;
- The drafting and presentation of analytical reports;
- The manipulation and analysis of data;
- Capacity to deliver texts of good quality in English.

Proof of the above may be furnished by means of:

- i) Academic and professional qualifications held by the service provider and, in particular, by the person(s) to be responsible for the services;
- ii) Main services provided over the past three years, together with details of values, dates and public or private recipients involve;
- iii) Tenderer's average annual manpower and number of managerial staff over the past three years;
- iv) Technical plant and equipment, office-automation and computer equipment available to the tenderer for performing the services;
- v) Company's study and research facilities;
- vi) Proportion of the contract which the tenderer may intend to subcontract.

Award criteria

The contract will be awarded to the tender that is **most economically advantageous**. This will be determined in the light of the price and the quality of the tender. The successful tender will be the tender with the lowest ratio of total cost to the quality mark achieved. Tenders with a mark below 50% of available quality points will not be considered. The quality of the tender will be assessed as a function of the following criteria:

- Understanding of the Terms of Reference and and appropriately expanding it to the tasks (20%).
- Appropriateness of the methodology proposed with respect to:
 - a. Desk research, including the analysis of major project dossiers and the review of existing literature and evaluations on unit costs (20%);
 - b. Interviews and field work, including possible project visits aiming to collect actual project costs, outputs and employment effects (20%);
 - c. Manipulation of data, statistical analysis and benchmarking (20%).
- Quality of planning of human resources and work organisation (20 %).

13 TENDERS

General comments

- The tender consists of all the documents referred to in this section.
- It may be drafted in any of the official languages of the European Union.
- Tenders from consortiums of firms or groups of service providers must specify the role, qualifications and experience of each of the members or of the group.
- Proof of eligibility, a declaration that there are no conflicts of interest, and documents on exclusion and selection criteria must be supplied by each member of the consortiums of firms or groups of service providers submitting a single tender.
- In case of tenders involving subcontractors, a letter of intent must be supplied by each subcontractor stating its unambiguous undertaking to collaborate with the tenderer if he wins the contract and the extent of the resources that it will put at the tenderer's disposal for the performance of the contract.

- All the documents required for the evaluation (exclusion, selection and award criteria) must be indicated, e.g. in a list.
- It is strongly recommended that a clear distinction be made between documents required under the exclusion, selection and award criteria respectively so as to avoid the risk of criteria being confused when tenders are evaluated. Similarly it should be stated which of the criteria each document is intended to satisfy.

14 OPENING OF TENDERS

Tenders will be opened on **23/04/2008 at 14.00** at CSM1 09/67, DG Regional Policy, rue Père de Deken, 23, 1040 Brussels. Tenderers may be present at the opening of tenders. Each tenderer may take part or send a representative.

- Annexes to the specifications :
1. List of work packages on ex post evaluation 2000-2006 of objective 1 and 2 programmes
 2. References
 3. Indicative sample
 4. Draft contract

**List of work packages on ex post evaluation 2000-2006
of objective 1 and 2 programmes**

	Package	Timing
1	Coordination, analysis, synthesis	Oct. 07 – Dec. 09
2	Data feasibility study: Availability and quality of selected data needed for the ex post evaluation	Oct 07 – Jan. 07
3	Macroeconomic modelling: The impact of cohesion policy in Objective 1 regions	Spring 09
4	Structural change and globalisation: The impact of cohesion policy in Objective 2 regions	June 08 – Sept. 09
5	Effectiveness of cohesion policy: Environment, Transport, Climate change	June 08 – Sept. 09
6	Effectiveness of cohesion policy: Productive environment, RTD, Innovation	Jan. 08 – June 09
7	Effectiveness of cohesion policy: Demographic change and Gender issues	Jan. 08 – June 09
8	Sectoral Model on Transport: Impact of cohesion policy programmes on transport system	Sept. 08 – March 09
9	Rural development: Contribution of ERDF to development of rural areas	Jan. 08 – Dec. 08
10	Efficiency: Unit costs of jobs created, unit costs of major projects	June 08 – June 09
11	Management and implementation: Selected aspects	Jan. 08 – June 09

SOME EXAMPLES OF REFERENCE WORKS

Blanc-Brude, F., Goldsmith H. and Väilä T. "Ex-ante construction costs in the European road sector: a comparison of Public-Private Partnerships and traditional public procurement", EIB Economic and Financial Report 2006/01.

<http://www.eib.org/attachments/efs/efr06n01.pdf>

Cazala A. et al., Comparaison au niveau européen des coûts de construction, d'entretien et d'exploitation des routes, 2006.

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European Commission, "Ex Post evaluation of a sample of projects co-financed by the Cohesion Fund (1993-2002)", 2005.

http://ec.europa.eu/regional_policy/sources/docgener/evaluation/pdf/cohesion_project.pdf

European Commission, "Strategic Evaluation on Environment and Risk Prevention under Structural and Cohesion Funds for period 2007-2013", 2006.

http://ec.europa.eu/regional_policy/sources/docgener/evaluation/rado_en.htm

European Commission, "Strategic Evaluation on Transport Investment Priorities under Structural and Cohesion Funds for the Programming Period 2007-2013 ", 2006.

http://ec.europa.eu/regional_policy/sources/docgener/evaluation/rado_en.htm

European Commission, "Study on Measuring Employment Effects", 2006.

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Flyvbjerg, B. "Policy and Planning for Large Infrastructure Projects: Problems, Causes, Cures", World Bank Policy Research Working Paper 3781, 2005.

<http://flyvbjerg.plan.aau.dk/>

UIC Infrastructure Commission, "INFRACOST – The cost of railway infrastructure", 2002.

The British Department for Transport, "Procedures for dealing with optimism bias in transport planning" – Guidance Document, 2004.

http://www.dft.gov.uk/pgr/regional/ltp/major/coll_proceduresfordealingwithopt/proceduresfordealingwithopti3688

World Bank – ROCKS (Road Cost Knowledge System)

http://www.worldbank.org/transport/roads/rd_tools/rocks_main.htm

Indicative breakdown of projects to be included in the sample

Country	# projects	Infrastructure projects						Productive investments
		Road	Rail	Urban transport	Water supply	Waste-water treatment	Energy	Business support
DE	25	8	6					11
EL	23	10	7	3			3	
ES	39	12	8		5	1	1	12
FR	16	3	2	1		2		8
IE	8	5	3					
IT	20	6	7	3	1		1	2
AT	1							1
PL	5	3	1	1				
PT	15	1	3	2			3	6
SK	2	2						
UK	1						1	
Total	155	50	37	10	6	3	9	40