



EUROPEAN COMMISSION

DIRECTORATE-GENERAL
REGIONAL POLICY

Policy development

Brussels, 22.02.2008* 01524
REGIO C4 JCC D(2008) 680041

Dear Sir/Madam,

**Subject: Call for tenders by open procedure n° 2008.CE.16.AT.020
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 4: Structural Change and Globalisation.**

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 (**One original + 4 copies**) 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,
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,
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.AT.20- 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 six calendar 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 4: Structural Change and Globalisation.

2. OVERALL PURPOSE AND CONTEXT OF THE EVALUATION

The European Commission, Directorate-General for Regional Policy intends to undertake an ex post evaluation of cohesion policy programmes financed by the European Regional Development Fund during the period 2000-2006 in regions covered by Objective 1 and Objective 2 in 25 Member States.

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.

Specific context of this contract

In the 2000-2006 programming period community action through the Structural Funds supported the achievement of the general objectives set out in Articles 158 and 160 of the Treaty. In particular, the role of the Structural Funds was to contribute to support the economic and social conversion of areas facing structural difficulties², hereinafter referred to as 'Objective 2'. In pursuing this objective, the Community aimed to contribute to the harmonious, balanced and sustainable development of economic activities, the development of employment and human resources, the protection and improvement of the environment, and the elimination of inequalities, and the promotion of equality between men and women.

Objective 2 areas³ were those with structural problems. In particular they were areas undergoing socio-economic change in the industrial and service sectors, declining rural areas, urban areas in difficulty and depressed areas dependent on fisheries. Therefore

² See article 1 of the Council Regulation (EC) No 1260/1999 of 21 June 1999 laying down general provisions on the Structural Funds.

³ Usually Objective 2 areas covered partially or totally NUTS level III regions.

Objective 2 covered a wide variety of regions with quite different development challenges. These differences do not undermine the common policy approach of Structural Funds in each of them, which is support for socio-economic change aiming at the reallocation of requirements for labour and capital to more efficient uses, while limiting adjustment costs for individuals, communities and society as a whole. The transfer of resources to more productive uses can be an important driver behind sustained growth and higher living standards. But the adjustment costs resulting from job displacement and premature scrapping of capital can reduce the overall short-term gains from structural changes and place the burden on a narrow segment of the population, raising equity concerns and potentially eroding political support for efficiency-enhancing structural change.

Since the structural challenges faced by Objective 2 regions are different in size and nature the process of structural change could engender different growth patterns. Initial economic structure (endowment in terms of infrastructure, human resources and industrial fabric) plays an important part in determining regional growth patterns. These factors of regional comparative advantage determine somehow the specialisation pattern of each region. On the other hand the ability of regions to generate relatively high income and employment levels, while being exposed to external competition, determines their regional competitiveness. Successful regions are those that have managed to find their comparative advantages and to remain competitive throughout periods of serious restructuring.

In the 2000-2006 period huge changes occurred with globalisation⁴, profoundly transforming the global economy. In this context socio-economic change in Objective 2 regions faced new opportunities and challenges. Globalisation is not a new phenomenon. There have been previous waves of globalisation when cross-border flows of goods, capital and labour have led to integration between economies. But the current phase of globalisation is notable for the scale and pace of change. As part of globalisation process relocation of economic activities is facilitated by the opening up to trade and investment of the past decades. Faster technological progress has also contributed to make cheaper and easier the transfer of production activities abroad. Furthermore relocation has spread to more sectors (extending progressively from industrial sectors to service sectors) and more activities (from manufacturing to research and development activities). Some documents⁵ suggest that relocation in the EU 25 is not significant in a macroeconomic perspective but it can be substantial in certain industries or regions. Hence, despite not being cause for concern at the macro level the costs of relocation, resulting from job losses, may be strongly felt (at least in the short-term) in certain sectors and in the regions where these sectors are concentrated. In the long term, if relocation allows firms to improve their competitiveness the impact on the aggregate level of employment can be positive in successful regions.

⁴ Globalisation is defined for the purpose of the evaluation mainly as the transnational integration of production..

⁵ Communication from the Commission to the Council and the European Parliament "Enlargement, Two Years After - An Economic Success" COM (2006) 200.
"EU competitiveness and Industrial Location", Bureau of European Policy Advisers, European Commission. 2006.
European Economic and Social Committee (EESC) "A sectoral survey of relocation: a factual background" 19 May 2006.

3. SUBJECT OF CONTRACT

The present call for proposal covers the fourth work package of the ex post evaluation of Objective 1 and 2. It will assess the impact of Objective 2 programmes (2000-2006) supporting regional structural change and enabling adaptation to globalisation.

The scope of the study is Objective 2 (2000-2006) focusing particularly on selected programmes⁶ financed totally or in their majority by the European Regional Development Fund (ERDF). The regional level of analysis will be NUTS⁷ 2 level.

3.1. Tasks

The objective of the study gives rise to a number of tasks to be undertaken by the contractor. The core tasks which must be undertaken are listed below.

Task 1: To draw up a sound conceptual model for assessing socio-economic change of regions whose structural problems are supported by Objective 2 interventions. This implies

1.1.- To review and to take stock of existing literature on regional sectoral specialisation patterns, regional structural change, regional competitiveness, globalisation, relocation, regional effects not only in the context of Structural Funds field but in general (a separate section reviewing the literature available on relocation is required);

1.2.- To review and to take stock of most accepted theories on regional development (neoclassical view, new growth theory, economic geography, ...) to be applied to assess Objective 2 programme effects;

1.3.- To provide for key definitions such as regional competitiveness, agglomeration / congestion effects, regional tradable / non tradable goods and services, regional technological externalities, spillover effects, regional comparative advantage, regional productivity, regional initial endowments, and other relevant concepts to be used in the study;

1.4.- To review and to take stock of documentary evidence and existing literature (Not programme evaluations) on regional and Objective 2 performance in the 2000-2006 period.

Task 2: To analyse the performance of Objective 2 programmes 2000-2006 across the European Union, in terms of the impacts - both expected and unexpected - and the sustainability of Structural Funds interventions. This requires to study in depth the effects of 12 selected Objective 2 programmes 2000-2006 and in particular the structural changes occurred. To this end the study will provide in relation to all the following points sound evidence such as factual data and explanations concerning the effects of Objective 2 programmes. The core of this task is points 2.5, 2.6 and 2.7. That implies:

⁶ Excluding programmes of Member States which acceded to the EU in 2004.

⁷ Regulation (EC) No 1059/2003 of the European Parliament and of the Council of 26 May 2003 on the establishment of a common classification of territorial units for statistics (NUTS). OJ L 154, 21.6.2003

2.1.- An assessment of the regional performance against the national performance in the 2000-2006 period;

2.2.- An assessment of the regional structural change trends since 1986;

2.3.- An assessment on how structural change is spread across the region or is concentrated in some areas or sectors;

2.4.- An examination of the positive or negative impact of possible relocations (outsourcing, offshoring) in the region;

2.5.- A quantitative assessment of the effects of each programme in terms of the use of resources, the achievement of expected effects (results and impacts) and unexpected effects both positive and negative, and likely sustainability. This will require examination of available data from statistical sources and the monitoring systems (submitted to the Commission and/or available in the region). This data will not be sufficient to answer the research questions and the tender documentation should provide a clear proposal for the research methods to be used to establish impacts – methods which may be different in different case studies and regions;

2.6.- An assessment of the contribution of Objective 2 programmes to regional structural change understood as the transfer of labour and capital resources to more efficient uses, while limiting adjustment costs for individuals, communities and society as a whole;

2.7.- An analysis of qualitative effect of each programme in terms of political added value (make the EU more visible to citizens, communities, businesses and public authorities); policy added value (promotion of a strategic dimension in regional development policymaking, integrated, multi-sectoral development, stability by multi-annual programmes); collaborative working (partnership); accountability (monitoring and evaluation); learning added value (promotion of stable yet adaptable policy framework, which has promoted a dynamic of learning and innovation); and

2.8.- A comparison of the effects of 12 selected programmes. Since there is a great diversity of Objective 2 regions the comparison should clarify the differences, if any, of the structural change paths

Task 3: The study should also explore the extent to which the results of the 12 case studies could apply for all Objective 2 regions drawing on the work undertaken in Task 1. This requires:

3.1.- To take into account the outcome of the study on the Objective 2 taxonomy of the “Work package 1: Coordination, analysis and synthesis”;

3.2.- To translate lessons drawn from the 12 studies into an overall comprehensive appraisal of Objective 2 programmes 2000-2006 at EU level taking into account the national contexts;

3.3.- To examine the positive and negative impacts of structural change and globalisation in Objective 2 regions over the 2000-2006 period and the shift in regional strategies to support regional structural change and to enable adaptation to globalisation.

3.2. Methodology

The study will require a methodological approach, which the contractor should explain in their tender documentation. A combination of methodologies will be used in the study. Each of the tasks of the evaluation will require a methodological approach. Key requirements have been specified in the description of tasks above. They include:

- Desk Research including literature review on regional structural change, regional competitiveness, evaluation of Structural Funds programmes (when relevant), globalisation and relocation, etc. This will include a review of the attached list of documents (see below Bibliography in annexe 2).
- 12 case studies of Objective 2 programmes 2000-2006. A tentative list of 22 programmes is: 4 DE (Bayern; North Rhine-Westphalia; Lower Saxony; Baden-Württemberg); 2 ES (Catalonia, País Vasco); 4 FR (Aquitaine; Rhône-Alpes; Bretagne; Pays de la Loire); 2 IT (Piedmont; Tuscany); 2 NL (North of the Netherlands, Urban Areas Netherlands); 1 AT (Steiermark); 1 SE (Västra); 1 FIN (Southern Finland); 6 UK (West Midlands; North East of England; North West of England; Western Scotland, East Wales). The tender documentation should propose on the basis of the tentative list and under the criteria of at least one programme of each Member State a set of 12 selected programmes. It will give reasons for the proposal. The definitive list will be decided by the Commission services taking due account of the contractor proposal and the outcome of Task 5 of work package 1 of the evaluation*.
- The tender should detail the methodology proposed to carry out the case studies. In particular the tender should specify the qualitative and quantitative data collection techniques (see task 2.1); questions which the case studies must answer; and the framework for the case study reports. The proposed case study methodology must be able to identify key features during the case study implementation and focus on them, even if they were not expected or scheduled in advance. The methodology for the case studies will be refined and developed by the contractor in the light of the results of task 1.
- Other methodological approaches as appropriate (to be specified by the evaluator in the tender documentation).

3.3. Time schedule and Deliverables

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

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

Reports and meetings required by the Terms of Reference

End Month	Output	Meeting
0		Kick-Off Meeting with DG REGIO
1	Inception Report	Meeting with Steering Group
4	First Intermediate Report	Meeting with Steering Group
6	Second Intermediate Report	Meeting with Steering Group
14	Draft Final Report	Meeting with Steering Group
15	Final Report	

The deliverables of this study will be:

- **Deliverable 1:** one methodological **inception report** covering all Tasks is required.
Deadline: one month after the signature of the contract.
- **Deliverable 2:** progress reports of 2 pages maximum.
Deadline: every month.
- **Deliverable 3:** the first **intermediate report** with an overview of the work carried out so far and the preliminary conclusions and a specific section on literature review on relocation.
Deadline: four months after the signature of the contract.
- **Deliverable 4:** the second **intermediate report** with two pilot case studies and a reflection on any adaptations considered necessary to the case study methodology.
Deadline: six months after the signature of the contract.
- **Deliverable 5:** one **draft final report**. It will have the same structure of Final Report (see below)
Deadline: fourteen months after the signature of the contract.
- **Deliverable 6:** one **final report**. Final Report should contain two parts plus a summary report. The first part will consist of a synthetic literature review and conceptual model for the evaluation, a synthesis of the results of the case studies and an analysis of the extent to which the results of the case studies could apply for all Objective 2 regions. The second part will contain a chapter for each case study. The first part and each case study will have their own conclusions and specific bibliography.
Deadline: fifteen months after the signature of the contract.
- **Deliverable 7:** **three presentations** at meetings in Brussels of the results of the evaluation to the Member States and the Commission services.
Deadline: The timetable for the presentations will be agreed during the course of the contract.

A hard copy and an electronic version (WORD format and pdf format) 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 each of the final reports in English (PowerPoint) for the use of Commission services.

All reports will be delivered in English. The summary of the final report specified above will be delivered in English, French and German.

The contractor will present the results of the evaluation to the Member States and the Commission services (three meetings in Brussels, in the Commission's premises).

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 www.evaled.info. The assessment of the quality will be published by the Commission.

3.4. Organisation of the study

The study will be organised on the basis of a single contract with the Directorate General for Regional Policy. As part of the tender documentation, the evaluator should identify the team to be involved, describe their skills and qualifications and quantify the input of each member of the team in terms of days and explain the distribution of tasks between the different evaluators involved. The contractor has to prove 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 AGRI, DG TREN, DG ENTR, DG ENV, DG FISH, DG RTD, DG INFSO and European Foundation for the Improvement of Living and Working Conditions. The evaluator will provide documentation for and attend four meetings of the steering group. It is anticipated that the meetings will take place in order to discuss the inception report, the interim report and the synthesis report.

The evaluator in consultation with DG REGIO will identify a maximum of 3 external experts in the fields concerned by the study who will provide additional expert input (written comments on major deliverables and oral comments in meetings) to the study. The evaluator should include in his tender the cost of 3 experts attending 4 meetings in Brussels during the course of the study.

The evaluator will be expected to attend three 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 Commission will provide the following documentation or access to: Operational Programmes, evaluations and reports (usually available in the language of the Member State concerned only).

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

Overview of the total of eleven work packages of the ex post evaluation of cohesion policy programmes 2000-2006 co-financed by the European Fund for Regional Development (Objective 1 and 2).

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 must 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. These expenses must be included in the price quoted.
- 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 inception report.

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 intermediate report.

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.

10. 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.

11. 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:

* The model declaration on honour published with this call covers all exclusion criteria.

- 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;
- 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 (20%)
- Appropriateness of the methodology (economic analysis, case study methodology), (50 %)
- Quality of planning of human resources and work organisation (30 %)

12. 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.

13. 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 workpackages on ex post evaluation 2000-2006 of objective 1 and 2 programmes
2. Bibliography
3. 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

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All reports are available on the Europa website

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- "Changing regions – structural changes in the EU regions" DG REGIO 2007 (*Can be sent on request*).
- "Study on FDI and regional development" DG REGIO 2006.
- "A Study on the Factors of Regional Competitiveness" DG REGIO 2003.
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- "Évaluation du soutien du Fond Social Européen a l'anticipation et la gestion du changement économique et de la restructuration" DG EMPL 2007
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- "Enlargement, two years after: an economic evaluation" BEPA, DG ECFIN 2006
- "EU competitiveness and industrial location" BEPA 2005.
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- "Restructuring and employment in the EU: concepts, measurement and evidence". 2006
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