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**B-Brussels: call for expressions of interest in the field of evaluation in connection with activities of the Directorate-General for Regional Policy
2012/S 45-072740**

1. Contracting authority:

The European Commission, Directorate-General for Regional Policy, Directorate C, Evaluation Unit (DG REGIO C.4), 1049Brussels, BELGIUM. Tel. +32 22969596. E-mail: regio-eval@ec.europa.eu

2. Type of notice:

Call for expressions of interest.

Persons interested are invited to submit an application in accordance with the rules set out in this notice for the purpose specified.

The contracting authority will draw up a list of candidates who meet the criteria set out at point 8 below. This list comprises sub-lists, corresponding to each of the fields described in point 4.

Each time a specific contract is to be concluded relating to the field described at point 4, the contracting authority will invite all the candidates on the relevant sub-lists or some of them, selected on the basis of objective, non-discriminatory and contract-specific selection criteria, to submit a tender.

Inclusion on the list entails no obligation on the part of the Commission concerning the award of the contract nor, in view of the preceding paragraph, concerning an invitation to tender.

If processing your reply to the invitation to tender involves 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 Ms Veronica Gaffey, Acting Director, Directorate-General for Regional Policy. Details concerning the processing of your personal data are available on the privacy statement at: http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf

Your personal data may be registered in the early warning system (EWS) only or both in the EWS and central exclusion database (CED) by the Accounting Officer of the Commission, should you be in one of the situations mentioned in:

— the Commission Decision 2008/969 of 16.12.2008 on the early warning system (for more information see the privacy statement on http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm), or

— the Commission Regulation No 1302/2008 of 17.12.2008 on the central exclusion database (for more information see the privacy statement on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm#BDCE).

3. The list resulting from this notice will be used exclusively for public contracts of the following types of procurement contract:

Service contracts under Annex IIA to Directive 2004/18/EC, except for research and development contracts in category 8 in that Annex, worth less than an estimated 130 000 EUR.

4. Full description of the fields covered by the call for expressions of interest:

Field 1: Contribution to specialised subjects:

The Commission may need external assistance in the following fields:

- technical writing for the preparation of official documents regarding the procedures of the European Commission,
- review of performance framework and its implementation,
- preparation of support by financial instruments,
- IT expertise on technical implications of e-government (exchange of information between beneficiaries and authorities responsible for management and control of operational programmes solely carried out by electronic data exchange),
- strategic and progress reports on 2007–2013: synthesis of national reports, evidence gathering,
- quality analysis of 'ex ante' evaluations.

Field 2: Evaluations during the programming period:

The Commission may need external expertise to examine the relevance and quality of ongoing evaluations, comparative analyses, econometric analyses or work carried out by panels of experts. Expertise will be needed for:

- assessment of the quality of ongoing evaluations, including an evaluation of evaluation design, reliability of the data obtained, reliability analysis and credibility, clarity and relevance of the results and conclusions,
- 'ad hoc' analyses of any problem in implementing the programmes.

Field 3: Evaluation of the macroeconomic impact of pre-accession and structural interventions:

The Commission continues its efforts to capture and better understand the macroeconomic impact of Structural Funds and Cohesion Fund interventions in the Member States. In this context, expert advice and small-scale works will be needed in the following areas:

- modelling work aiming at understanding the economic, social, environmental impact of the funds on major aggregates,
- quantitative analyses of trade effects of EU aid,
- improvement of use of additionality data in the context of Structural Funds (use of national account data),
- use and application of the latest developments in regional economic analysis, concerning especially the impact channels of regional aid on economic growth and job creation in the region and impact on disparities of regions within a Member State and the European Union.

Field 4: 2007–2013: Thematic analysis and evaluations of European Union policies:

The Commission may require expert advice and small-scale works in the area of thematic evaluations on certain subjects.

This will involve, more specifically, thematic evaluations or expert thematic reports, especially in the main fields referred to in the European Union strategic guidelines for programmes adopted by the Commission for the 2007–2013 period:

4.A Making Europe and its regions more attractive places to invest and work:

- 4.A.1: expand and improve transport infrastructures;
- 4.A.2: strengthen the synergies between environmental protection and growth, including climate change;
- 4.A.3: address Europe's intensive use of traditional energy sources;
- 4.A.4: mobilise the potential of all urban and rural areas;
- 4.A.5: housing.

4.B Improving knowledge and innovation for growth:

- 4.B.1: increase and improve investment in RTD;
- 4.B.2: facilitate innovation and direct support to enterprises;
- 4.B.3: promote the information society for all.

4.C More and better jobs:

- 4.C.1: attract and retain more people in employment and modernise social protection systems;

4.C.2: improve adaptability of workers and enterprises and the flexibility of the labour market;

4.C.3: increase investment in human capital through better education and skills;

4.C.4: administrative capacity;

4.C.5: help maintain a healthy labour force.

4.D Partnership and other aspects of the Structural Funds' delivery systems.

4.E Territorial issues including cross-border, transnational and interregional cooperation.

Field 5: 2014–2020: Analysis of thematic objectives:

As regards the thematic objectives put forward for the 2014–2020 programming period, expertise will be needed for their analysis:

- strengthening research, technological development and innovation,
- enhancing access to, and use and quality of, information and communication technologies,
- enhancing the competitiveness of small and medium-sized enterprises,
- supporting the shift towards a low-carbon economy in all sections,
- promoting climate change adaptation, risk prevention and management,
- protecting the environment and promoting resource efficiency,
- promoting sustainable transport and removing bottlenecks and key network infrastructures,
- promoting employment and supporting labour mobility,
- promoting social inclusion and combating poverty,
- investing in education, skills and lifelong learning,
- enhancing institution capacity and an efficient public administration.

Field 6: Analysis of 'ex ante' conditionalities:

For the analysis of 'ex ante' conditionalities, expertise is sought in the following areas:

- research/innovation,
- digital growth/next generation access infrastructure,
- Small Business Act/think small first principle/combating late payment,
- energy efficiency/renewable energy,
- risk prevention/risk management,
- water/waste sector,
- road/railway,
- employment/labour market,
- education/lifelong learning,
- active inclusion/health,
- administrative efficiency.

Field 7: Economic and social analysis:

The Commission carries out a wide range of analyses to better understand regional situations and trends, and policy design. Expertise will be needed in the following areas:

- statistical and economic analysis of regional economic and social processes,
- regional poverty, social exclusion, social mobility, and income distribution issues,
- analysis of the structure and functioning of national and sub-national budgets and public expenditure,
- development of composite indicators to assess and measure different dimensions of regional development,
- relations between levels of governments in the design and implementation of development policies,
- territorial cohesion,
- urban and rural development.

5. **Place of delivery:**

As a general rule, services are to be provided in the country concerned by the activities.
Results will be delivered to the offices of the Commission departments in Brussels.

6. **Expiry date of the list resulting from this call for expressions of interest:**

The list resulting from this call for expression of interest will expire 3 years from the date of dispatch of the notice (see point 11). Interested parties may submit an application at any time prior to the last 3 months of validity of the list.

7. **Legal form of the group awarded the contract:**

No specific legal form is required. Where a grouping of firms is involved, they should designate a person in charge and a contact person/address. If their application is accepted, they will be placed on the list as a grouping and invited to tender as such. The grouping must state each member's role, the knowledge and experience in the field and the documents required must be furnished for each member. If the contract is awarded to a grouping, the latter may be required to adopt a legal form.

8. **Criteria for inclusion in the list of potential contractors:**

8.1 Exclusion criteria:

8.1.1. Candidates shall be excluded from participation in procurement procedure if they:

- a) 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) have been convicted of an offence concerning their professional conduct by a judgment which has the force of 'res judicata';
- c) have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- (d) 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) 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 European Union's financial interests;
- f) have been declared to be in serious breach of contract for failure to comply with their contractual obligations, following another procurement procedure or grant award procedure financed by the European Union budget.

8.1.2. Candidates will be excluded, during the course of the procurement procedure if they:

- a) are in a situation where interests conflict;
- b) are guilty of misrepresentation in furnishing the information required by the contracting authority in order to take part in the contract, or if they fail to furnish said information.

Information about organisation of legal entity and subcontractors:

The candidate, whenever requested by the contracting authority, must:

- a. where the candidate is a legal entity, provide information on the ownership or on the management, control and power of representation of the legal entity;
- b. where subcontracting is envisaged, certify that the subcontractor is not in one of the situations referred to in paragraph 1.

8.2 Selection criteria:

8.2.1. Candidates have to demonstrate a thorough knowledge of the field(s) listed in point 4 for which they apply, accompanied with evidence of knowledge of regional policy.

The means of proof can be provided via:

— service providers' academic and professional qualifications, and especially those of the person(s) who will be responsible for providing the services,

— the main services provided during the past 3 years, with details of the values, dates and public or private beneficiaries concerned,

— candidate's average annual manpower and the number of managerial staff over the past 3 years.

8.2.2. Candidates must supply proof of economic and financial capacity, which may be furnished by one or more of the following documents:

a) appropriate statements from banks or evidence of professional risk indemnity insurance;

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

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

d) if, for some exceptional reason which the contracting authority considers justified, the candidate is unable to provide the references requested by the contracting authority, he may prove his economic and financial capacity by any other means which the contracting authority considers appropriate.

Applicants wishing to see their name on the list must provide the following documents:

8.2.3. Applications must mention the complete business name, legal status, address, e-mail, name of the contact person, and, in the case of a company registered on the trade register, the registered address of the seat.

Candidates must furnish proof of their entry on the professional or trade register, or provide a statement under oath or a certificate in accordance with the conditions laid down in the Member State in which they reside.

If candidates need to have a specific authorisation or need to belong to a specific organisation to be in a position to provide the services concerned in their country of origin, they must prove that they have such authorisation or that they belong to such an organisation.

8.2.4. A declaration on their honour, duly signed and dated, stating that they are not in one of the situations referred to in point 8.1 by listing all these points. In case of a group, this declaration is requested from each of the organisations proposed by the applicant.

8.2.5. A recent certificate issued by the competent authority in the country concerned that the applicant has fulfilled its obligations related to the payment of social security contributions and taxes in accordance with the legal provisions of their country. The contracting authority will accept a certificate recently issued by the appropriate body in the Member State concerned. Where no such documents or certificates are issued in the country concerned, they may be replaced by a statement under oath or, failing that, a solemn declaration made by the interested parties before a judicial or administrative body, a notary or a qualified professional body in their country of origin.

8.2.6. The contracting authority shall accept as satisfactory evidence that the candidate is not in one of the situations described in point (a), (b) or (e) of 8.1.1 a recent extract from the judicial record or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of origin or provenance showing that those requirements are satisfied.

8.2.7. The Commission reserves itself the right to ask for any other contract during a period which may be no more than the last 3 financial years.

9. **Requests to participate:**

Requests to participate should be sent to the postal or e-mail address mentioned in point 1. A reply form will then be forwarded. Forms together with the application documents will be examined by a selection committee.

This committee will meet every 2 months. Candidates will be notified of the outcome of this examination within 15 days of the date of said meeting.

10. **Delivery of applications:**

Applications must be marked 'Call for expression of interest No ... ' and may be sent to the following address:
European Commission, Directorate-General for Regional Policy, Unit C.4 — Evaluation Unit, 1049 Brussels, BELGIUM;

or delivered by hand to the following address:

European Commission, Directorate-General for Regional Policy, attention: Ms Gaffey, exact address: avenue du Bourget/Bourgetlaan 1, 1140 Brussels (Evere), BELGIUM.

11. **Date of dispatch of notice:**

20.2.2012.

12. **Date of receipt of notice by the Publications Office of the European Union:**

20.2.2012.