Specifications – Invitation to Tender VT/2006/001

POVERTY AND SOCIAL EXCLUSION IN RURAL AREAS

1. TITLE OF THE CONTRACT

Poverty and Social Exclusion in Rural Areas
VT/2006/001

2. BACKGROUND

At the Lisbon European Council of March 2000, the Union set itself a new strategic goal for the next decade: to become the most competitive and dynamic knowledge-based economy in the world, capable of sustainable economic growth, with more and better jobs and greater social cohesion. The European Council agreed to base social inclusion policies on an open method of co-ordination combining national action plans and a Commission initiative for co-operation.

An essential element of the open method of co-ordination is the Community action programme intended to support EU policy co-operation. The programme, entered into force in January 2002, with a budget of 75 M € over 5 years (2002-2006) and is composed of three strands: 1) improving the understanding of social exclusion and poverty, supported by comparable indicators; 2) organising policy co-operation and mutual learning in the light of the national action plans to combat poverty and social exclusion; 3) developing the capacity of actors to address social exclusion and poverty effectively and to promote innovative approaches, in particular through networking at EU level.

The action programme seeks, inter alia, to improve the understanding of the phenomena of poverty and social exclusion. In this framework, the Programme provides for the development of common methodologies to measure and understand social exclusion and poverty, and on technical work on indicators, as well as for the development of thematic studies, in order to address common issues in connection with policy developments in Member States.

Further information on the Social Inclusion Process can be obtained from the Europa Internet site, where all the documents are accessible at the following address:

http://europa.eu.int/comm/employment_social/social_inclusion/studies_en.htm

National studies reveal a number of reasons why monetary poverty in rural areas is higher than in urban areas. In rural areas earnings for comparable jobs are often lower, but even more importantly, there are also much fewer well paid jobs.

Moreover, the employment participation of women tends to be lower in rural areas. Income in rural areas is therefore significantly lower than in urban areas. Overall, the urban-rural income gaps per head tend to be even wider at the household level, because rural families tend to have more children; as a result more family members have to share the incomes. However, relatively little research has been dedicated to social exclusion and deprivation in rural areas. Indicators for access to employment, goods and services are less developed than those measuring monetary poverty or labour market participation.

Rural poverty and social exclusion receive in many countries lesser attention than deprived urban areas. The 2004 Joint Report on Social Inclusion states that 'only a few (of the EU15) Member States address the problems of poverty and social exclusion in rural areas'.


The EU10 NAPs focus mainly on regional disparities related to industrial restructuring. Rural poverty is dealt there with, mostly implicitly, by relating to disparities between regions. In some of the EU10 and in all Acceding Countries regional disparities are correlated with problems of vulnerable ethnic minorities.

3. **SUBJECT OF THE CONTRACT**

The study will choose a concept / classification of rural areas that is underpinned by appropriate definitions and operationalisations and will use as far as possible EU-harmonised data sources. On this basis, the study will describe and assess the phenomenon of poverty and social exclusion in the EU’s rural areas, clearly indicating the operational concept of rural areas that is being used; then assessing the structural factors, particularly the socio-demographic characteristics of the resident population, out-migration, the sectors of economic activity, the degree of isolation or remoteness of the area, lack or insufficient provision regarding the quality, quantity and accessibility of public and private services, and the level of material deprivation. The study will also examine the impact of policy measures addressing these issues, in particular those taken in the context of regional or rural development programmes launched with the support of the EU Structural Funds. On the basis of this assessment, the Contractor should identify and closely examine a few best practice examples.

The study will analyse and contrast policy approaches and outcomes in a chosen set of at least ten countries among the 25 EU Member States, EEA countries and Acceding Countries that participate in this strand of the programme. The chosen set should be geographically balanced (old/new Member States and Acceding Countries), representing different territorial contexts and privilege those countries that are most affected by rural poverty. The specific transition problems of Central and Eastern European countries should be given special attention. The study will take account of international studies and experiences in this area and will, where appropriate, fully integrate the gender dimension into the work.

2 http://europa.eu.int/comm/employment_social/social_inclusion/docs/sec256printed_en.pdf
3 http://europa.eu.int/comm/employment_social/social_inclusion/jmem_en.htm
4 Norway, Iceland, Liechtenstein; Bulgaria and Romania.
The Contractor will also have to organise a two half-day seminar during the twelfth month of the contract to present and discuss the conclusions of this work.

4. **PARTICIPATION**

Please note that the competition is open to any physical person or legal entity coming within the scope of the Treaties and any other physical person or legal entity from a third country which has concluded with the Communities a specific agreement in the area of public contracts, under the conditions provided for in that agreement.

Where the Multilateral Agreement on Public Contracts concluded within the framework of the WTO applies, the contracts are also open to nationals of States that have ratified this Agreement, under the conditions provided for therein. It should be noted that research and development services, which come under category 8 of Annex II-A of Directive 2004/18/EC, are not covered by this Agreement.

In practice, the participation of applicants from third countries that have concluded a bilateral or multilateral agreement with the Communities in the area of public contracts will be allowed, under the conditions provided for in that agreement. Bids submitted by applicants from third countries that have not concluded such an agreement may be accepted, but may also be rejected.

5. **TASKS TO BE CARRIED OUT BY THE CONTRACTOR**

The contracting party will undertake the following tasks:

5.1.1. **CARRY OUT THE STUDY**

- Review relevant concepts and classifications of rural areas, as well as develop relevant ways to make the concepts and classifications operational in a cross-comparative perspective, providing evidence for the comparative advantages of the choice taken and propose a concept to the Commission for the purposes of the study and further work on exclusion;

- Analyse the structural factors influencing poverty and exclusion, such as the socio-economic composition of the resident population (e.g., in particular in and out migration, age, gender, ethnicity, family composition, educational attainment and skills), the labour market structure, the sectoral composition of economic activity, the quality of infrastructure in the area (e.g., transport facilities, educational and health care institutions, …) and the subsistence economy;

- Identify high risk groups and those affected by multiple disadvantages, in relation to socioeconomic background and, where appropriate to ethnicity;

- Analyse the key challenges in relation to the revised Common Objectives for the fight against poverty and social exclusion adopted by the Council in March 2006 [http://europa.eu.int/comm/employment_social/social_inclusion/objectives_en.htm](http://europa.eu.int/comm/employment_social/social_inclusion/objectives_en.htm); take account of the streamlining on social protection inclusion
policies 
(http://europa.eu.int/comm/employment_social/social_protection_committee/com_2005_706_en.pdf) and of the seven priorities for social inclusion identified in the 2006 Joint Report for Social Protection and Social Inclusion 
(http://europa.eu.int/comm/employment_social/social_inclusion/jrep_en.htm);

- Assess the effectiveness of policies in place in meeting those challenges;
- Assess for Member States/Aceding Countries the key elements in fighting rural poverty and social exclusion put forward in the September/October 2006 National Action Plans on social inclusion and on employment and in the 2006 follow-up reports to the Joint Inclusion Memoranda of Bulgaria and Romania 
(http://europa.eu.int/comm/employment_social/social_inclusion/naps_en.htm);
- Assess the impact of regional and rural development programmes to the extent that they are relevant for the most vulnerable and exposed groups of the population;
- Identify examples of good practice that might be of interest to other countries, discuss the possibility of their generalisation out of the original context;

5.1.2. ORGANISE A SEMINAR

The contractor will present the conclusions of this work in a draft report at a two half-day seminar during the twelfth month of the contract. This would involve relevant policy makers, experts and social partners and NGOs working in the field of fighting rural social exclusion and poverty and with a particular interest and expertise in this area. The report would then be refined and amended by the contractor in the light of this dialogue. The costs of this seminar are to be covered by the contractor.

The organisation of the seminar must include:

- Identifying the participants and agreeing this with the Commission. (70 non-Commission official participants should be foreseen, calculating at least one representative from each 25 EU Member States, EEA countries and Acceding Countries that participate in this strand of the programme, but at least two participants from the countries covered by the empirical part of the study)
- Identifying appropriate venue (note: important to ensure that the venue is accessible for participants with disabilities);
- Reserving seminar rooms with appropriate audiovisual equipment, technical support and a stand for documentation;
− Providing coffee breaks and refreshments during the seminar;
− Sending invitations to participants and being responsible for the communication on all organisational questions;
− Drafting the agenda and the minutes in cooperation with the Commission;
− Handling all relevant documents, before and after the Seminar;
− Identifying and inviting the speakers in agreement with the Commission (it may be necessary to foresee fees for some of them);
− Handling the accommodation and transport reservation and reimbursement of participants, speakers and experts.

5.1.3. **FINALISE THE STUDY**

− Amend the study in the light of the conclusions of the seminar;
− Include in the final study an executive summary for wide dissemination;
− In addition to the study and executive summary, realise an 8 page paper leaflet in English, French and German for wider dissemination.

6. **PROFESSIONAL QUALIFICATIONS REQUIRED**

See Annex IV of the draft contract, experts’ CVs

7. **TIME SCHEDULE AND REPORTING**

7.1. **TIME SCHEDULE**

See Article I.2. of the draft contract

The contract will cover 14 months. It is envisaged it will begin towards the end of the third quarter of 2006.

The period of execution of the tasks may be extended only with the express written agreement of the parties before such period elapses

7.2. **REPORTING**

− The contractor will present an *inception report* three months after the contract was signed.

− An *interim activity report* containing a description of the work undertaken at the date of the report and a presentation of the first results, including a first draft of the detailed outline of the study and in particular the executive summary shall be presented 7 months after the beginning of the contract. This interim report will open the right to the interim payment.
The draft study report that will be the basis for the seminar must contain at least

- a draft executive summary;
- exhaustive explanations of the methodology used and the empirical work undertaken;
- key findings to be highlighted to policy makers.

It has to be disseminated to the seminar participants four weeks in advance to the date of the seminar and has therefore to be submitted after eleven months.

Integrating the outcome of the seminar, the contractors will present the final study report after fourteen months. As well as the study the contractor will present a final activity report containing:

- A complete description of the work undertaken in the framework of this contract, including an assessment of the seminar;
- A presentation of the results obtained for the whole of the contract period in accordance with the terms of reference;
- Any comments, suggestions or recommendations considered useful or necessary by the contractor.

The executive summary of the final study and the 8 page leaflet need to be presented also in French and German.

All reports will be submitted in English, in three copies and in an electronic version.

8. PAYMENTS AND STANDARD CONTRACT

See Article I.4. of the contract

"Payments under the Contract shall be made in accordance with Article II.4 [of the contract]. Payments shall be executed only if the Contractor has fulfilled all his contractual obligations by the date on which the invoice is submitted. Payment requests may not be made if payments for previous periods have not been executed as a result of default of negligence on the part of the Contractor.

I.4.1. Pre-financing

Following signature of the Contract by the last contracting party, within 30 days of the receipt by the Commission of a request for pre-financing with a relevant invoice, a pre-financing payment equal to 30% of the total amount referred to in Article I.3.1[of the contract] shall be made.

I.4.2. Interim payment

The request for payment of the balance of the Contractor shall be admissible if accompanied by:

- the Interim technical report in accordance with the instructions laid down in Annex I [of the contract],
- the relevant invoices,

provided the report has been approved by the Commission.
The Commission shall have 45 days from receipt to approve or reject the report, and the Contractor shall have 30 days in which to submit additional information or a new report.
Within 30 days of the date on which the report is approved by the Commission, an interim payment corresponding to the relevant invoices, up to maximum 40% of the total amount referred to in Article I.3.1 [of the contract], shall be made.

I.4.3. Payment of the balance
The request for payment of the balance of the Contractor shall be admissible if accompanied by:
- the final technical report in accordance with the instructions laid down in Annex I [of the contract],
- the relevant invoices,
provided the report has been approved by the Commission.
The Commission shall have 45 days from receipt to approve or reject the report, and the Contractor shall have 30 days in which to submit additional information or a new report.
Within 30 days of the date on which the report is approved by the Commission, payment of the balance of the total amount referred to in Article I.3.1 [of the contract] shall be made.

I.4.4. Performance guarantee
Not applicable."

Other additional conditions:

The interim payment will not be made before 7 months after the beginning of the execution period.

In drawing up the bid, the tenderer should take into account the provisions of the standard contract comprising the "General terms and conditions applicable to service contracts".

9. PRICES

Under the terms of Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Communities, the latter are exempt from all charges, taxes and duties, including value added tax; such charges may not therefore be included in the calculation of the price quoted. The amount of VAT is to be indicated separately.

The price must be stated in EUR(€), net of VAT (using, where appropriate, the conversion rates published in the C series of the Official Journal of the European Communities on the day when the invitation to tender was issued), and broken down according to the model in Annex III included in the attached standard contract.

The maximum amount available for this contract is € 350,000

Tenderers should note that any bids exceeding this limit will not be considered.

Part A: Professional fees and direct costs
- **Fees**, expressed as the number of person-days multiplied by the unit price per working day for each expert proposed (including the days of participation in meetings / seminars).

- **Direct costs** include
  - Costs for access and using statistical data;
  - Travel expenses (A minimum of 3 meetings with the Commission services in Brussels should be included)
  - Organisation of a two half day seminar (starting early afternoon, ending the following day by 13.00, including accommodation, 2 buffet lunches, dinner, coffee breaks, technical equipment and support … etc) as described under 5. for (including the researchers) 70 non-Commission official participants;
  - Travel and accommodation costs for (including the researchers) 70 non-Commission official participants, calculating at least one representative from each 25 EU Member States, EEA countries and Acceding Countries that participate in this strand of the programme, but at least two participants from the countries covered by the empirical part of the study.

- **Other direct costs**
  - Reporting expenses;
  - Translation expenses;
  - Any unavoidable expenses necessary to the achievement of the Contract

**Part B: Reimbursable expenses**

- Contingencies, if any (% of Part A)

Total price= Part A + Part B

**10. COMPOSITION OF A PARTNERSHIP OR CONSORTIUM**

If a partnership or consortium is envisaged, its composition should be specified, and the criteria listed under point 12 should be detailed for each individual member of the partnership. In addition, one of the consortium or partnership members must be designated lead contractor and will assume full responsibility towards the Commission as regards both this bid and the future contract, if awarded.

**11. EXCLUSION CRITERIA AND SUPPORTING DOCUMENTS**

**Governed by Article 93 of the Financial Regulations**

Applicants or tenderers shall be excluded if:

- 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;
- they have been convicted of an offence concerning their professional conduct by a judgement which has the force of res judicata;
c. they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;

d. they have not fulfilled their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;

e. they have been the subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;

f. 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.

Applicants or tenderers must certify that they are not in any of the situations listed above.

Article 134 of the Implementation Arrangements – Supporting documents:

1. The contracting authority shall accept, as satisfactory evidence that the candidate or tenderer is not in one of the situations described in points (a), (b) or (e) of Article 93 of the Financial Regulations, production of a recent extract from the judicial record or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance showing that these requirements are met.

2. The contracting authority shall accept, as satisfactory evidence that the candidate or tenderer is not in the situation described in point (d) of Article 93 of the Financial Regulations, a recent certificate issued by the competent authority of the State concerned (with a certified translation into English or French)

Where no such document or certificate is issued in the country concerned, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

3. Depending on the national legislation of the country in which the tenderer or applicant is established, the documents referred to in paragraphs 1 and 2 above shall relate to legal entities and/or physical persons, including, where considered necessary by the awarding authority, company directors or any person with powers of representation, decision-making or control in relation to the tendered.

Article 94 of the Financial Regulations:

Contracts may not be awarded to candidates or tenderers who, during the procurement procedure:

a. are subject to a 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.

See Annex I (which may be used as a checklist) for the supporting documents accepted by the European Commission to be provided by applicants, tenderers or bidders.

Any bid not including the supporting documents provided for in this Annex will be excluded.

**A written self-declaration by the candidate that he is not in the situation described by article 93 § 1. a), b), d) and e) (see above) will not be accepted by DG Employment.**

12. **SELECTION CRITERIA**

The candidates will be selected on the basis of their financial and economic capacity and their technical capacity

12.1. **Economic and financial capacity** to carry tasks set out in the tender specification must be demonstrated as follows:

- Full set of audited financial statements and accounts -balance sheet and profit and loss account for the past two years. This certificate must be provided by each member of the consortium;
- the tenderer (or consortium) must provide proof of turnover in the last financial year at least equivalent to 100% of the proposed price of the contract.

12.2. **Professional and technical capacity.**

- Minimum experience of Coordinator: 5 years of proven experience in both, coordination of transnational research and research on poverty and social exclusion. The Project director will have extensive knowledge of the European and international literature and empirical research on social policy and social trends and a proven track record in conducting comparative empirical analysis, particularly in relation to poverty and social exclusion.
- Minimum experience of every core expert: 5 years of research on poverty and social exclusion and/or methodological/statistical issues in regional research.

At least one member of the core experts of the research team should have a minimum of 5 years experience in each of following fields

- An extensive knowledge of statistical research and literature in relation to relevant concepts, definitions and operationalisations of rural areas;
- A deep knowledge of the nature and causes of poverty and social exclusion;
- An extensive knowledge of research and literature in relation to rural poverty and social exclusion;

- An overview on regional and rural development programmes to the extent that they are relevant for the most vulnerable and exposed groups of the population.

- The tenderer must demonstrate its capacity to organise the seminar by submitting a list of similar services organised over the last three years by itself or by the subcontractor if it is foreseen to subcontract the task.

Means of proof required:

- Details of educational and professional qualifications of the Coordinator and/or Project Director (CVs), including relevant publications and/or studies carried out in the field of poverty and social exclusion.

- Details of educational and professional qualifications of the proposed experts (CVs) including relevant publications and/or studies carried out in the field of poverty and social inclusion. Firm commitments of involvement in the project signed and dated from external persons to the firm shall be attached.

- A list of the works carried out by the organisation in the last five years. The list of the most important works shall be accompanied by certificates of satisfactory execution, specifying whether they have been carried out in a professional manner and have been fully completed.

N.B.: CVs shall not exceed 3 pages.

13. AWARD CRITERIA

The contract will be awarded to the bid offering the best price/quality ratio, taking account of the following criteria:

1. **Quality and consistency of the tender (max. 40%)**
   a. The degree of understanding of the nature of the assignment, its context and results to be achieved (max. 20%).
   b. The quality and appropriateness of the strategy proposed for the implementation of the expertise (max. 20%).

2. **Technical value of the bid and the proposed methodological approach (max. 60%)**
   a. The work programme: actions proposed to supplement the sources of information available, the knowledge and use of existing research in the fields covered by the expertise as well as available data to complement background information (max. 20%).
   b. Type of analysis provided: interpretation of quantitative and qualitative information according to the proposed strategy (max. 20%).
c. Timetable including human resources mobilised to carry out the different stages of the work and the capacity to complete the work well in the time available including the organisation of the seminar (max. 20%).

3. Price

It should be noted that the contract will *not* be awarded to a tenderer who receives less than 70% on the Award Criteria.

The points total will then be divided by the price, with the highest-scoring bid being chosen.

14. **Content and Presentation of the Bid**

14.1. **Content of the bid**

The bid must include:

- all information and documents necessary to enable the Commission to appraise the bid on the basis of the exclusion, selection and award criteria (see points 11, 12 and 13 above);
- a bank ID form duly completed and signed by the bank;
- a "legal entity" form duly completed;
- the price (the financial offer must be signed);
- the detailed CVs of the proposed experts;
- the name and function of the contractor's legal representative (i.e. the person authorised to act on behalf of the contractor in any legal dealings with third parties);
- proof of eligibility: tenderers must indicate the State in which they have their registered office or are established, providing the necessary supporting documents in accordance with their national law

14.2. **Presentation of the bid**

Bids must be submitted in triplicate (i.e. one original and two copies).

They must include all the information required by the Commission (see points 9, 10, 11, 12 and 13 above).

They must be clear and concise.

They must be signed by the legal representative. Unsigned bids will be rejected.
They must be submitted in accordance with the specific requirements of the invitation to tender, within the deadlines laid down.

15. **Validity of the Tender**

Tenders must be valid for up to 8 months after submission

Annex I
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<table>
<thead>
<tr>
<th>Exclusion criteria (Article 93(1) FR)</th>
<th>Supporting documents to be provided by applicants, tenderers or bidders (Article 134 IR)</th>
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<tbody>
<tr>
<td>1. Exclusion from a procurement procedure, Article 93(1) FR : « Candidates or tenderers shall be excluded from participation in a procurement procedure if:</td>
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<tr>
<td>1.1. (subparagraph a)</td>
<td>Recent extract from the judicial record</td>
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<td>▪ they are bankrupt or being wound up,</td>
<td>or</td>
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<td>▪ are having their affairs administered by the courts,</td>
<td>recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance</td>
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<td>▪ have entered into an arrangement with creditors have suspended business activities, are the subject of proceedings concerning those matters,</td>
<td>or</td>
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<td>▪ or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations(^5);</td>
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<td>1.2. (subparagraph b)</td>
<td>Where no such certificate is issued in the country concerned: sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance</td>
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<td>they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata(^6);</td>
<td>Cf. supporting documents for Article 93(1)(a) FR above</td>
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\(^5\) See also Article 134(3) IR : Depending on the national legislation of the country in which the tenderer or candidate is established, the documents referred to in paragraphs 1 and 2 shall relate to legal persons and/or natural persons including, where considered necessary by the contracting authority, company directors or any person with powers of representation, decision-making or control in relation to the candidate or tenderer.

\(^6\) Cf. footnote n° 1.
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<td><strong>1.3. (subparagraph c)</strong>&lt;br&gt;they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;</td>
<td>Declaration by the candidate or tenderer that he is not in the situation described</td>
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<td><strong>1.4. (subparagraph d)</strong>&lt;br&gt;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;</td>
<td>Recent certificate issued by the competent authority of the State concerned confirming that the candidate is not in the situation described or&lt;br&gt;Where no such certificate is issued in the country concerned: sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance</td>
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<td><strong>1.5. (subparagraph e)</strong>&lt;br&gt;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;</td>
<td>Cf. supporting documents for Article 93(1)(a) FR above</td>
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<td><strong>1.6. (subparagraph f)</strong>&lt;br&gt;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. »</td>
<td>Declaration by the candidate or tenderer that he is not in the situation described</td>
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7 Cf. footnote n°1.  
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<td>2. Exclusion from a procurement or grant award procedure Article 94 FR: «Contracts may not be awarded to candidates or tenderers who, during the procurement procedure:»</td>
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<td>2.1. (subparagraph a)</td>
<td>Statement by the applicant, tenderer or bidder confirming the absence of conflict of interests, to be submitted with the application, bid or proposal</td>
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<td>are subject to a conflict of interest;</td>
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<td>2.2. (subparagraph b)</td>
<td>- No specific supporting documents to be supplied by the applicant, tenderer or bidder</td>
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<td>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» (^9)</td>
<td>- It is the responsibility of the authorising officer, represented by the evaluation committee, to check that the information submitted is complete (^{10}) and to identify any misrepresentation</td>
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\(^9\) Cf. Article 146(3) of the FR Implementing Rules: «…the evaluation committee may ask candidates or tenderers to supply additional material or to clarify the supporting documents submitted in connection with the exclusion and selection criteria, within a specified time-limit.» and Article 178(2) of the FR Implementing Rules: «The evaluation committee may ask an applicant to provide additional proof or to clarify the supporting documents establishing financial and operational capacity, within a specified time-limit.»

\(^{10}\) Cf. footnote n°1