

B-Brussels: European migration network service provider

OJ S 88/2013 07/05/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for Home Affairs

Town: Brussels

Postal code: 1049

Country: Belgium

Contact person: Unit B.3 — Asylum and Migration Fund

For the attention of: Mr Martin Schieffer

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address

I.2. Type of the contracting authority

European institution/agency or international organisation

I.3. Main activity

General public services

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

European migration network service provider.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 11: Management consulting services [6] and related services

NUTS code

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

The service provider shall assist the Commission in the organisation of the work of the European migration network (EMN). This shall require a proactive cooperation with the

Commission, a contractor responsible for the EMN's information exchange system and the EMN national contact points (EMN NCPs).

The service provider will assist the European Commission inter alia in:

- (a) organising the day-to-day operation of the EMN;
- (b) coordinating the input from the national contact points;
- (c) preparing meetings;
- (d) preparing compilations and syntheses of reports and studies.

The service provider shall be an entity independent of (an) EMN NCP(s), and must act as a full and effective partner of the EMN, having and maintaining a professional and effective cooperation and collaboration with all members of the EMN in order to produce high quality outputs and other information of relevance to supporting policymakers.

II.1.6. CPV code(s)

73210000 Research consultancy services, 73220000 Development consultancy services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The maximum amount is 2 700 000 EUR, for a period of 36 months and includes in 1 fixed price all the costs related to the objective of the contract. In case of contract renewal for an additional period of 12 months, the maximum amount would be 900 000 EUR and would include in 1 fixed price all the costs related to the objective of the contract.

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

II.3. Duration of the contract or time limit for completion

Duration in months: 36 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

See tender documents.

III.1.2.

Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

See tender documents.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

See tender documents.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

List and brief description of conditions: The tenderers (i.e. in the case of a joint tender, the combined capacity of all members of the consortium and identified subcontractors) must show that their annual consolidated turnover exceeds 750 000 EUR (average for the past 3 years).

The following evidence should be provided:

- the completed 'Simplified balance sheet' and 'Simplified profit & loss account' completed for the last 3 years,
- copy of the profit & loss account and balance sheet for the last 3 years for which accounts have been closed,
- failing that, appropriate statements from banks,
- if applicable, evidence of professional risk indemnity insurance.

If, for some exceptional reason which the contracting authority considers justified, a tenderer is unable to provide one or other of the above documents, he or she may prove his or her economic and financial capacity by any other document which the contracting authority considers appropriate. In any case, the contracting authority must at least be notified of the exceptional reason and its justification in the tender. The Commission reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

III.2.3. Technical and professional ability

List and brief description of conditions:

- (a) proven substantive expertise and international standing in the area of asylum and migration, covering aspects of policymaking, law, research and statistics, as well as proven knowledge of immigration policies of the Member States and EU developments in this area;
- (b) a consolidated and stable team who collectively have the necessary skills, experience and capacities for carrying out the requested services, with the senior person(s) who shall be responsible for any contract that may be concluded having at least 5 years of relevant experience. At least two thirds of the team shall be composed of permanent staff;
- (c) proven competence in effective European collaboration with a network dimension and within a multilingual environment;
- (d) demonstrable evidence of working and producing outputs from and within a European collaborative context, in particular undertaking a coordinating role;
- (e) proven ability and experience to produce high quality, collaborative outputs, principally in English, consistent with the objective of the EMN, including achievement of consensus from the Commission and EMN NCPs.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

HOME/B3/EMN/2013/01.

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

1.7.2013

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

Any EU official language

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Date: 15.7.2013 - 10:30

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Each tenderer may be represented by not more than 1 person.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
yes

Identification of the project: European migration network established by the Council Decision of 14.5.2008 (2008/381/EC).

VI.3. Additional information

Tender documents may be downloaded from the following address: http://ec.europa.eu/dgs/home-affairs/financing/tenders/index_en.htm#/c_

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court of the European Union
Country: Luxembourg

VI.4.2. Review procedure

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

25.4.2013