

Finland – Research consultancy services – Grant writing services

OJ S 55/2025 19/03/2025

Contract or concession notice – standard regime**Services**

1. Buyer**1.1. Buyer**

Official name: Laurea University of Applied Sciences

Email: tarjouspyynto.laurea@laurea.fi

Legal type of the buyer: Body governed by public law

Activity of the contracting authority: Education

2. Procedure**2.1. Procedure**

Title: Grant writing services

Description: Laurea is expanding its research development and innovation activities and is looking for experts that will act as project application specialists, being responsible for grant writing, assisting with proposals submission as well as quality assurance and proof reading. Project preparation services will be performed for both international and national programmes (such as Horizon Europe, European Defence Fund, Erasmus+, CERV, Research Council of Finland, and Business Finland), where Laurea participates. The number of project proposal preparation, quality assurance, and proof-reading assignments is about 10 per year. However, this is an estimate only and the actual number of projects from year 2025 onwards depends on how many proposals the research teams will participate in and how many proposals will continue to the next round. The scope of the procurement is described in more detail particularly in Annex 1 "Description of the procurement". The estimated value of the procurement, excluding VAT, is below the EU threshold.

Procedure identifier: 64418dce-84ae-4cc9-9e48-037f45c2a43e

Internal identifier: LAUREA/270/2025

Type of procedure: Open

The procedure is accelerated: no

2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 73210000 Research consultancy services

2.1.2. Place of performance

Anywhere in the European Economic Area

Additional information: The Service Provider and its subcontractors may only process Customer's personal data as the processor specified in the applicable legislation within the area of EEA if not otherwise separately agreed in writing with the Customer prior to any transfer. This applies to processing of personal data and also to granting or gaining access via data connections. Service Provider shall inform the Customer in writing of all the countries where Service Provider performs the Services and/or processes Customer's personal data. Please see the Annex A Chapter 16.

2.1.4. General information

2.1.6. Grounds for exclusion

Analogous situation like bankruptcy under national law: The economic operator is in any analogous situation like bankruptcy arising from a similar procedure under national laws and regulations.

Bankruptcy: The economic operator is bankrupt.

Corruption: The economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein has been the subject of a conviction by final judgment for corruption, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable.

Arrangement with creditors: The economic operator is in arrangement with creditors.

Participation in a criminal organisation: The economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein has been the subject of a conviction by final judgment for participation in a criminal organisation, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable.

Agreements with other economic operators aimed at distorting competition: The economic operator has entered into agreements with other economic operators aimed at distorting competition.

Breaching of obligations in the fields of environmental law: The economic operator has breached its obligations in the field of environmental law.

Money laundering or terrorist financing: The economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein has been the subject of a conviction by final judgment for money laundering or terrorist financing, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable.

Fraud: The economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein has been the subject of a conviction by final judgment for fraud, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable.

Child labour and other forms of trafficking in human beings: The economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein has been the subject of a conviction by final judgment for child labour and other forms of trafficking in human beings, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable.

Insolvency: The economic operator is the subject of insolvency or winding-up.

Breaching of obligations in the fields of labour law: The economic operator has breached its obligations in the field of labour law.

Assets being administered by liquidator: The assets of the economic operator are being administered by a liquidator or by the court.

Purely national exclusion grounds: Any person who is a member of the economic operator's administrative, management or supervisory body or has powers of representation, decision or control therein has been the subject of a conviction by final judgment for work safety offence,

working hours offence, work discrimination, extortionate work discrimination, violation of the right to organise or unauthorised use of foreign labour.

Conflict of interest due to its participation in the procurement procedure: The economic operator is aware of any conflict of interest, as indicated in national law, the relevant notice or the procurement documents due to its participation in the procurement procedure.

Direct or indirect involvement in the preparation of this procurement procedure: The economic operator or an undertaking related to it has advised the contracting authority or contracting entity or otherwise been involved in the preparation of the procurement procedure.

Guilty of grave professional misconduct: The economic operator is guilty of grave professional misconduct.

Early termination, damages or other comparable sanctions: The economic operator has experienced that a prior public contract, a prior contract with a contracting entity or a prior concession contract was terminated early, or that damages or other comparable sanctions were imposed in connection with that prior contract.

Breaching of obligations in the fields of social law: The economic operator has breached its obligations in the field of social law.

Payment of social security contributions: The economic operator has breached its obligations relating to the payment social security contributions, both in the country in which it is established and in Member State of the contracting authority or contracting entity if other than the country of establishment.

Business activities are suspended: The business activities of the economic operator are suspended.

Payment of taxes: The economic operator has breached its obligations relating to the payment of taxes, both in the country in which it is established and in Member State of the contracting authority or contracting entity if other than the country of establishment.

Terrorist offences or offences linked to terrorist activities: The economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein has been the subject of a conviction by final judgment for terrorist offences or offences linked to terrorist activities, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable.

5. Lot

5.1. Lot: LOT-0000

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Internal identifier: LAUREA/270/2025

5.1.1. Purpose

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Main classification (cpv): 73210000 Research consultancy services

5.1.2. Place of performance

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5.1.3. Estimated duration

Duration: 60 Months

5.1.4. Renewal

Maximum renewals: 1

The buyer reserves the right for additional purchases from the contractor, as described here: The Customer has the right to extend the contract term by a maximum of one (1) option period of the maximum of two (2) years. The Customer will notify of the possible exercise or non-exercise of the option period no later than three (3) months before the end of the initial contract term of the Agreement.

5.1.6. General information

Reserved participation: Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Tender requirement

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

5.1.9. Selection criteria

Criterion:

Type: Economic and financial standing

Name: ECONOMIC AND FINANCIAL STANDING

Description: Requirement: The tenderer's economical standing and financial solvency is sufficiently stable to provide the contracting authority the services that are the subject matter of the Agreement. The tenderer's economical standing and financial solvency is primarily evaluated based on credit reports (Riskimittari) in the service provided by Suomen Asiakastieto Oy, which must indicate a risk rating score of 1 to 3. The economical standing and financial solvency of the tenderer can be also evaluated based on financial statement and /or other similar information. Tenderer whose risk rating is 5, or whose economical standing and financial solvency is evaluated based on other information to be on a similar basis, will be excluded from the procurement process. Tenderer whose risk rating is 4, or whose economical standing and financial solvency is evaluated based on other information to be on a similar basis, may be excluded from the procurement process if the tenderer is unable to provide a reliable documentation on the actions it has or will undertake to improve its creditworthiness. The contracting authority will request the risk rating from Suomen Asiakastieto Oy for each tenderer and use it to evaluate each tenderer's solvency, liquidity, and economic standing. In

case the tenderer's data cannot be found in Suomen Asiakastieto Oy database the tenderer commits to provide to the contracting authority upon request its income statement, balance sheet, annual report, and other financial statements. If the tender is made as a group of economic operators, each member of the group must meet the requirement. If a tenderer relies on the resources of other entities (resource units), each of the resource units must meet the requirement. Fill in the "Description" field "Yes" if the requirement is met.

Use of this criterion: Used

Criterion:

Type: Suitability to pursue the professional activity

Name: Enrolment in a trade register

Description: Tender is enrolled in the relevant trade registers kept in the Member State of its establishment: It is enrolled in relevant professional registers kept in the Member State of its establishment as described in Annex XI of Directive 2014/24/EU; economic operators from certain Member States may have to comply with other requirements set out in that Annex.

Use of this criterion: Used

Criterion:

Type: Technical and professional ability

Name: TECHNICAL AND PROFESSIONAL ABILITY

Description: Requirement: Requirement: The tenderer must have experience in delivering equivalent services. The tenderer has at least three (3) similar references in the scope of this procurement from the past five (5) years. The requirements for the tenderer's experience related to the tenderer's technical and professional qualifications are set out in Annex B "References". The tenderer must meet all the mandatory reference requirements set for the tenderer's experience. The tenderer must complete the "References" form following the instructions and requirements set out therein. Tenderer's must upload the References form as an annex to their tender. If the tender is made as a group of economic operators, the members of the group may meet the requirements together. If a tenderer relies on the resources of other units (resource units) to meet the requirements, the tenderer can meet the requirements, together with its resource units. The experience of the resources units may be used only if those other unit perform all or part of the services to be procured during the contract period.

Use of this criterion: Used

5.1.10. Award criteria

Criterion:

Type: Price

Name: comparison price

Description: See the section 'Grounds for decision' in the call for tenders.

Category of award weight criterion: Weight (points, exact)

Award criterion number: 30

Criterion:

Type: Quality

Name: Quality

Description: See the section 'Grounds for decision' in the call for tenders.

Category of award weight criterion: Weight (points, exact)

Award criterion number: 70

5.1.11. Procurement documents

Languages in which the procurement documents are officially available: English

Deadline for requesting additional information: 02/04/2025 09:00:00 (UTC)

Address of the procurement documents: <https://tarjouspalvelu.fi/laurea?id=551373&tpk=88f5c1be-bf14-4b8a-8073-1ddba6098e8f>

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://tarjouspalvelu.fi/laurea?id=551373&tpk=88f5c1be-bf14-4b8a-8073-1ddba6098e8f>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Variants: Not allowed

Tenderers may submit more than one tender: Not allowed

Deadline for receipt of tenders: 22/04/2025 09:00:00 (UTC)

Deadline until which the tender must remain valid: 6 Months

Information about public opening:

Opening date: 22/04/2025 09:10:00 (UTC)

Place: eTendering tool. The opening of the tenders is not public.

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

A non-disclosure agreement is required: yes

Additional information about the non-disclosure agreement : Annex 4

Electronic invoicing: Required

Electronic ordering will be used: yes

Electronic payment will be used: yes

5.1.15. Techniques

Framework agreement: No framework agreement

Information about the dynamic purchasing system: No dynamic purchase system

Electronic auction: no

5.1.16. Further information, mediation and review

Review organisation: The Market Court

Information about review deadlines: The organisation providing more information on the deadlines for appeal procedures: Laurea University of Applied Sciences

Organisation providing more information on the review procedures: Laurea University of Applied Sciences

Organisation receiving requests to participate: Laurea University of Applied Sciences

Organisation processing tenders: Laurea University of Applied Sciences

TED eSender: Hansel Oy (Hilma)

8. Organisations

8.1. ORG-0001

Official name: Laurea University of Applied Sciences

Registration number: 1046216-1

Postal address: Ratatie 22

Town: Vantaa

Postcode: 01300

Country subdivision (NUTS): Helsinki-Uusimaa (F11B1)
Country: Finland
Contact point: Guidance and support services research, development and innovation activities
Email: tarjouspyynto.laurea@laurea.fi
Telephone: +358 988687150
Internet address: <https://laurea.fi/en/>

Roles of this organisation:

Buyer
Organisation receiving requests to participate
Organisation processing tenders
Organisation providing more information on the review procedures

8.1. ORG-0002

Official name: The Market Court
Registration number: 3006157-6
Postal address: Radanrakentajantie 5
Town: Helsinki
Postcode: 00520
Country subdivision (NUTS): Helsinki-Uusimaa (F11B1)
Country: Finland
Email: markkinaoikeus@oikeus.fi
Telephone: +358 295643300
Internet address: <http://www.oikeus.fi/markkinaoikeus>

Roles of this organisation:

Review organisation

8.1. ORG-0003

Official name: Hansel Oy (Hilma)
Registration number: FI09880841
Postal address: Mannerheiminaukio 1a
Town: Helsinki
Postcode: 00100
Country subdivision (NUTS): Helsinki-Uusimaa (F11B1)
Country: Finland
Contact point: eSender
Email: tekninen@hankintailmoitukset.fi
Telephone: 029 55 636 30
Internet address: <http://hankintailmoitukset.fi>

Roles of this organisation:

TED eSender

Notice information

Notice identifier/version: f9a1b59b-7708-4ac3-903b-2f3cf9129677 - 03
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice subtype: 16
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