

**B-Brussels: call for tenders No 2012CE160AT035 — EU–Latin America cooperation on cross-border cooperation in the framework of regional policy**

OJ S 112/2012 14/06/2012

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Commission, Directorate-General for Regional Policy,  
'Communication, information and relations with third countries' Unit

Postal address: CSM2 A01/200

Town: Brussels

Postal code: 1049

Country: Belgium

For the attention of: Raphaël Goulet

E-mail: [raphael.goulet@ec.europa.eu](mailto:raphael.goulet@ec.europa.eu)

Telephone: +32 22992470

Fax: +32 22966003

**Internet address(es):**

General address of the contracting authority: [http://ec.europa.eu/regional\\_policy/tender/tender\\_en.cfm](http://ec.europa.eu/regional_policy/tender/tender_en.cfm)

**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**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Call for tenders No 2012CE160AT035 — EU–Latin America cooperation on cross-border cooperation in the framework of regional policy.

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

Services

Service category No 24: Education and vocational education services

Main site or place of performance: Out of the Commission's premises.

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)**

In the framework of its dialogues on regional policy with countries outside the European Union (EU), the Directorate-General for Regional Policy is keen to share its experience on European regional policy by offering a mix of information sessions and study visits related to specific regional development's interests raised by our external partners. The intention is to organise up to 2 information sessions in Europe for Latin American participants and 2 workshops in Latin America.

**II.1.6. CPV code(s)**

80500000 Training 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 volume of the contract is 275 000 EUR — lump sum, including fees, travel expenses and other costs.

Estimated value excluding VAT: 275 000 EUR

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

This contract is subject to renewal: no

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

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

**Section III: Legal, economic, financial and technical information**

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**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

Not applicable.

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

See Chapter 6 of the tender specifications published at the following Internet address:

[http://ec.europa.eu/regional\\_policy/tender/tender\\_en.cfm](http://ec.europa.eu/regional_policy/tender/tender_en.cfm)

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

A grouping of economic operators (the term 'economic operator' covers 'contractors', 'suppliers' and 'service providers') is authorised to submit tenders. The grouping of economic operators is not obliged to take a given legal form in order to be allowed to submit a tender, but it may be required to adopt a given legal form after it has been awarded the contract, if this change is necessary for the proper performance of the contract. However, a grouping of economic operators must nominate 1 party to be responsible for the receipt and processing of payments for members of the grouping, for managing the service administration, and for coordination. The documents required and listed in Chapter 11 of the specifications must be supplied by every member of the grouping. Each member of the grouping assumes a joint and several liability towards the Commission.

### **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**

List and brief description of conditions: See Chapter 11 of the tender specifications published at the following Internet address: [http://ec.europa.eu/regional\\_policy/tender/tender\\_en.cfm](http://ec.europa.eu/regional_policy/tender/tender_en.cfm)

### **III.2.2. Economic and financial ability**

List and brief description of conditions: See Chapter 11 of the tender specifications published at the following Internet address: [http://ec.europa.eu/regional\\_policy/tender/tender\\_en.cfm](http://ec.europa.eu/regional_policy/tender/tender_en.cfm)

Minimum level(s) of standards possibly required: See chapter 11 of the tender specifications published at the following Internet address: [http://ec.europa.eu/regional\\_policy/tender/tender\\_en.cfm](http://ec.europa.eu/regional_policy/tender/tender_en.cfm)

### **III.2.3. Technical and professional ability**

List and brief description of conditions:

See Chapter 11 of the tender specifications published at the following Internet address: [http://ec.europa.eu/regional\\_policy/tender/tender\\_en.cfm](http://ec.europa.eu/regional_policy/tender/tender_en.cfm)

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### **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: no

## **Section IV: Procedure**

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### **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**

2012CE160AT035.

##### **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**

26.7.2012 - 16:00

##### **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**

Duration in months: 12 (from the date stated for receipt of tender)

##### **IV.3.8. Conditions for opening of tenders**

Date: 3.9.2012 - 15:00

Place:

Building CSM2, Room 053, avenue de Tervueren 41, 1049 Brussels.

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

Information about authorised persons and opening procedure: Each tenderer may take part or send a representative.

#### **Section VI: Complementary information**

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##### **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: Commission Decision C(2012)1762 of 21.3.2012 concerning the adoption of a financing decision and work programme for 2012 in the framework and for the implementation of the preparatory action 'Enhancing regional and local cooperation through the promotion of EU regional policy at a global scale' to be financed under budget line 013 03 28.

### **VI.3. Additional information**

The documents relating to this invitation to tender are available on the website of the Directorate-General for Regional Policy, at: [http://ec.europa.eu/regional\\_policy/tender/tender\\_en.cfm](http://ec.europa.eu/regional_policy/tender/tender_en.cfm)

Tenderers are requested to check this site regularly.

### **VI.4. Procedures for review**

#### **VI.4.1. Review body**

Official name: General Court  
Postal address: rue du Fort Niedergrünwald  
Town: Luxembourg  
Postal code: 2925  
Country: Luxembourg  
E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)  
Telephone: +352 4303-1  
Fax: +352 4303-2100  
Internet address: <http://curia.europa.eu>

#### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

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

#### **VI.5. Date of dispatch of this notice**

4.6.2012