

B-Brussels: Knowledge-based analysis and policy advice in the anti-discrimination field and the EU 2020 strategy

OJ S 118/2013 20/06/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, DG Justice, Unit JUST/A.4 Programme Management

Postal address: Office MO59 04/21

Town: Brussels

Postal code: 1049

Country: Belgium

For the attention of: Mr Renatas Mazeika

E-mail: just-a4-cft@ec.europa.eu

Telephone: +32 2962152

Internet address(es):General address of the contracting authority: http://ec.europa.eu/justice/newsroom/contracts/index_en.htm**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

Other: Anti-discrimination.

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**

Knowledge-based analysis and policy advice in the anti-discrimination field and the EU 2020 strategy.

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 purpose of this contract is to provide the European Commission with informed analysis of national situations and policy developments with regard to discrimination on the grounds of age, ethnic or racial origin, sexual orientation, gender identity, religion or belief, and multiple grounds. The selected tenderer is expected to produce a concise country overview on non-discrimination policies for each of the EU Member States, to support the European Commission in mainstreaming non-discrimination policies in the EU 2020 strategy and to provide advice and expertise in different events and seminars focused on equality policies.

II.1.6. CPV code(s)

73200000 Research and 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

Estimated value excluding VAT: 500 000 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: 24 (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

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

See draft model contract attached as Annex 4 to the terms of reference.

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

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 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.

Minimum level(s) of standards possibly required: In order to prove their economic and financial capacity, 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 300 000 EUR (average for the past 3 years).

III.2.3. Technical and professional ability

List and brief description of conditions:

The following evidence should be provided to fulfil the above criteria:

1. tenderers should provide with their offer the detailed curriculum vitae of each staff member responsible for carrying out the work, including his or her educational background, degrees and diplomas, professional experience, research work, publications and linguistic skills. The CVs shall be presented, preferably, in accordance with the Commission recommendation on a common European format for curricula vitae, published in OJ L 79 of 22.3.2002, p. 66;
2. a list of the principal services of the same type provided in the past 5 years, with the sums, dates and recipients, whether public or private, of the services provided, together with certificates issued or countersigned by public authorities or by private clients or, failing this, simply declared by the service provider to have been effected;
3. a justification of the allocation of team members to different countries in relation to their knowledge of the different national contexts should be provided, explaining how all countries of the EU will be covered. It should be clearly indicated which team member will be in charge of which EU country/countries;
4. a declaration by the applicant certifying his technical capacity and the competence of the team to carry out the services;
5. letters of commitment signed and dated by all the team members and from any other external persons to the bidder's organisation stating their commitment to be involved in the implementation of the contract in case the bid should be successful;
6. an organisational chart explaining the structure to be put in place to carry out all the tasks involved;
7. part of the contract which the service provider intends to subcontract.

Minimum level(s) of standards possibly required:

Tenderers (in the case of a joint tender the combined capacity of all tenderers and identified subcontractors) must comply with the following criteria:

Each individual team member responsible for carrying out work other than clerical or managerial tasks must have:

- a) university education, preferably in fields of economics, social sciences, business or political studies;
- b) strong experience in the fields of policy analysis and assessment in the field of anti-discrimination, data collection and statistics (including data protection issues), a good

knowledge of one or more national contexts in this respect and proven experience of a minimum of 5 years in the field of non-discrimination policy at national or European level. Good knowledge of the EU 2020 strategy and its mechanisms and reporting procedures shall be demonstrated;

c) good knowledge of English, good oral and written communication skills and strong analytical capacity and the ability to facilitate meetings.

The selection criteria to be satisfied jointly by the members of the team are as follows:

a) combined proven expertise and language skills to cover all EU Member States;

b) proven ability to perform the coordination and the administrative tasks involved in organising and managing contracts and projects at European level;

c) the proven ability to set up the appropriate organisational structure to carry out all the tasks involved, in particular the ability to call on the necessary expertise to cover all the countries, all grounds of discrimination listed and all logistical tasks involved;

d) very good knowledge of EU working languages and particularly English to facilitate communication with the Commission;

e) strong planning and organising skills and the ability to facilitate meetings.

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

JUST/2012/DISC/PR/0162/A4.

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

13.8.2013

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 20.8.2013 - 10:30

Place:

rue Montoyer 59, 1040 Brussels, BELGIUM.

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: The Progress programme.

VI.3. Additional information

The terms of reference can be downloaded from the following web page: http://ec.europa.eu/justice/newsroom/contracts/index_en.htm

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

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

Official name: Same as VI.4.1

VI.5. Date of dispatch of this notice

10.6.2013