

**Italy-Ispra: Framework service contract regarding the development of evidence-based recommendations on breast cancer**

OJ S 139/2014 23/07/2014

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Commission, Joint Research Centre, Institute for Health and Consumer Protection

Postal address: via Enrico Fermi 2749, TP 126

Town: Ispra VA

Postal code: 21027

Country: Italy

Contact person: Ms Monica Magagna

For the attention of: B.5 Finance and Procurement

E-mail: [jrc-ihcp-procurement@ec.europa.eu](mailto:jrc-ihcp-procurement@ec.europa.eu)

Fax: +39 0332789434

**Internet address(es):**

General address of the contracting authority: <http://web.jrc.ec.europa.eu>

Electronic access to information: <http://web.jrc.ec.europa.eu/callsfortender/>

**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: Research.

**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**

Framework service contract regarding the development of evidence-based recommendations on breast cancer.

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

Services

Service category No 8: Research and development services

Main site or place of performance: Contractor's premises.

NUTS code

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

The procurement involves the establishment of a framework agreement

### **II.1.4. Information about framework agreement**

Framework agreement with a single operator

#### **Duration of the framework agreement**

Duration in months: 48

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

The Joint Research Centre (JRC) has recently been assigned with tasks in the field of prevention of major and rare diseases, as described in the European Commission (EC) Implementing Decision 2011/C 358/06. These tasks can be summarised as follows:

- (i) to develop new European guidelines on breast cancer screening and diagnosis as set out in the Council Recommendation 2003/878/EC of 2.12.2003 on cancer screening, together with the establishment of the first EU voluntary accreditation scheme for breast cancer services (BCSs) as requested of the EC in the Council Conclusions of 10.6.2008;
- (ii) the creation of a European Union cancer information system (ECIS) in order to collect accurate and comparable epidemiological data on cancer as advocated in Commission Communication COM (2009) 291 of 24.6.2009 which will guide and monitor European cancer policy interventions; and
- (iii) the organisation of training courses on digital mammography.

The Public Health Policy Support Unit (PHPS) has been established at the Institute of Health and Consumer Protection of the Joint Research Centre (IHCP-JRC) to address a critical element of the EC's proposal concerning its strategic objective on tackling societal changes. The healthcare quality (HQ) team, part of the PHPS unit, carries out tasks (i) and (iii).

This procurement is related mainly to these 2 tasks.

This contract is focused on the development of the new European guidelines on breast cancer screening and diagnosis ('New European guidelines' in short). These guidelines are required by the Council Conclusions of June 2008 to be evidence-based.

Therefore, the HQ team aims to develop trustworthy guidelines with the following features. It will:

- be based on a systematic review of the existing evidence,
- provide ratings of both the quality of evidence and the strength of the recommendations,
- be developed by a knowledgeable, multidisciplinary panel of experts and representatives from key affected groups,
- consider important patient subgroups and patient preferences,
- be based on an explicit and transparent process that minimises biases and conflicts of interest,
- will provide a clear explanation of the relationships between alternative care options and health outcomes,
- be reconsidered and revised as appropriate.

The team that will develop the new European guidelines under JRC coordination is the 'guideline development group' (GDG), which will undertake the following tasks:

- (1) select the questions to be answered;
- (2) formulate each question according to an appropriate format, such as PICO (population — intervention — comparator or control — outcomes); and
- (3) develop evidence-based recommendations for each question.

When possible, each recommendation shall be based on a systematic review of the evidence and on the grading (rating) of 2 separate elements: the quality of the identified evidence, and the strength of the recommendation generated.

Via a framework service contract, the contractor will provide the following services for up to a maximum of 150 questions:

- (1) a systematic review of the relevant evidence to be considered and grading of its quality;
- (2) the development of a draft recommendation for each question and a draft rating of its strength; and
- (3) attend the GDG meetings when requested.

The output provided by the contractor will be a basis for a third working group, the GDG, which will consider this product to guide their decision-making for developing the final recommendations. Therefore, what will be made available to the public will be the outcome of the GDG.

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

73210000 Research consultancy services, 22120000 Publications, 71317210 Health and safety consultancy services

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

The procurement is covered by the Government Procurement Agreement: no

#### **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**

Total maximum number of questions for which the contractor will perform the systematic review and develop the corresponding draft recommendations will be 150 questions over the duration of the contract (48 months).

#### **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: 48 (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**

Please refer to tender documents.

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

Please refer to tender documents.

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

Requests to participate can be submitted by consortia of 2 or more economic operators ('joint tender'). Each legal entity will be required to become a party to the contract in case of award, and shall assume joint and several liability towards the contracting authority for the fulfilment of the terms and conditions of the contract.

The consortium shall nominate 1 legal entity ('the leader') who will have full authority to bind the consortium and each of its members when presenting an offer and signing the contract (proof must be submitted with the offer), and will be responsible for the administrative management of the contract (invoicing, receiving payments, etc.), on behalf of all other entities. It is mandatory that joint candidatures or candidatures from groupings include a letter of intent from each member of the grouping, including proposed subcontractors, confirming their participation as described in the submitted bid in case of award of the contract.

Subcontracting is allowed but the contractor shall retain full liability towards the contracting authority for implementation of the contract.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the contracting authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal.

### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: The selected contractor will work closely with the guideline development group (GDG) of the new European guidelines on breast cancer screening and diagnosis to be developed for the European Commission initiative on breast cancer (ECIBC) project. The contractor will not be part of the GDG; however, once the contract is signed, each contractor's member (including consortium members and any proposed subcontractors) will follow the rules applied to GDG members regarding the assessment and management of conflict of interest. This means that the interests of each member of the contractor's team assigned to carry out the service will be assessed periodically with a more detailed form, this assessment being focused on the specific guideline question/section in which he or she will be involved. Therefore, a member of the contractor's team or subcontractor may be withdrawn from that specific question/section if an interest is detected and judged to be relevant. In this case, the contractor must replace the excluded person. The proposed person, in case of replacement, will have to satisfy the same minimum requirements as those of the person to be replaced, including verification of CVs (or equivalent).

Due to the timing and personnel constraints, the contracting authority may decide to impose liquidated damages should the contractor fail to perform his obligations.

After signature of the contract, the contractor will be required to obtain access to additional databases, within the scope of the service described, than those mentioned at point III.2.3(d) which will be specified upon need.

## **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: Candidates will not be eligible to take part in this contract award procedure if they are in any of the exclusion situations listed in Articles 106 and 107 of Council Regulation (EU, Euratom) No 966/2012 of 25.10.2012 (OJ L 298 of 26.10.2012).

Should a contract be awarded, the contractor will need to produce the supporting documents required in Article 143(2) in conjunction with Article 143(3) of the rules of application. In the case of groupings of contractors, the information required must be supplied by all members of the grouping, including subcontractors with an estimated individual budget share of more than 20 %.

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

List and brief description of conditions: (a) Candidates must provide a statement as to overall company turnover realised during the last 3 years (2011–2012–2013) and a statement as to overall company turnover relating to services similar to those for which they are submitting a candidature realised during the last 3 years (2011–2012–2013);

(b) appropriate statements from banks as regards current financial standing.

In the case of groupings of candidates, the documents required must be provided by every member of the grouping.

Minimum level(s) of standards possibly required: For point III.2.2(a), the minimum average annual turnover for the last 3 closed financial years was greater than 600 000 EUR.

In the case of groupings of candidates, this criterion will be assessed in relation to the combined capacities of all members of the grouping.

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

List and brief description of conditions:

(a) Proof that the candidates are authorised to perform the contract under national law, as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation, or entry in the VAT register.

(b) Candidates must have professional experience in:

1. systematic review development providing a list and description of activities in the field of systematic reviews with sums, dates and recipients, public or private. The list shall have references to projects or documents such as annual reports, publications, confirming the candidate's required experience in the field;

2. evidence-based guideline development providing a list and description of activities in the field of systematic reviews with sums, dates and recipients, public or private. The list shall have references to projects or documents such as annual reports, publications, confirming the candidate's required experience in the field.

(c) Candidates must provide a detailed account of the non-human resources (e.g. software) necessary to conduct the tasks, addressing in detail available research facilities and equipment, demonstrating they are in a position to carry out the services described in Section II.1.5.

(d) Candidates must demonstrate access rights to relevant databases and publications to be used to provide the service.

(e) Candidates must provide a detailed description (CVs) of the pool of team members assigned to the service with name and function of the proposed person, organisation he/she is working in, date when he/she joined the organisation, actual contractual relation with the candidate, time allocation.

(f) Candidates must indicate the general methodology to be used which shall follow the GRADE and DECIDE approach to assess the quality of the evidence (and to rate its strength) and to develop the recommendations (and to rate their strength).

This requirement is based on the applicability of this approach to the public health area, also by international organisations like the World Health Organisation.

(g) An indication of the proportion and the type of work of the contract which the supply provider may intend to subcontract.

In the case of groupings of contractors, the documents required must be provided by every member of the grouping.

Minimum level(s) of standards possibly required:

Minimum includes:

(b) For 1 and 2, at least 2 years of professional experience.

(c) Systematic review software, guideline development software, statistical software, reference management software.

(d) In principle, access to Medline, to the Cochrane Library, Embase and Cinhal (or justified equivalent).

(e)

1. Project coordinator (0,5 full-time equivalent):

- postgraduate qualifications in a relevant subject (social science, public health policy, epidemiology, statistics, or a health-related discipline) or, as an alternative, an equivalent level of knowledge acquired through experience and further training/development,
- at least 5 years of relevant professional experience in project coordination,
- experience in participating in international research projects,
- ability to coordinate and perform systematic reviews,
- ability to coordinate and develop evidence-based guidelines,
- ability to write in English to the standard of peer-reviewed publications,
- ability to communicate verbal information in English, accurately and in an accessible language, to an audience of varied technical backgrounds.

2. Senior systematic reviewer/guideline developer (1 full-time equivalent):

- postgraduate qualifications in a relevant subject (social science, public health policy, epidemiology, statistics, or a health-related discipline) or, as an alternative, an equivalent level of knowledge acquired through experience and further training/development,
- at least 4 years of relevant professional experience in performing systematic reviews,
- at least 4 years of relevant professional experience in developing evidence-based guidelines,
- experience in participating in international research projects,
- ability to write in English to the standard of peer-reviewed publications,
- ability to communicate verbal information in English, accurately and in an accessible language, to an audience of varied technical backgrounds.

3. 2 systematic reviewers/guideline developers (1 full-time equivalent each):

- postgraduate qualifications in a relevant subject (social science, public health policy, epidemiology, statistics, or a health-related discipline) or, as an alternative, an equivalent level of knowledge acquired through experience and further training/development,
- at least 1 year of relevant professional experience in performing systematic reviews,
- at least 1 year of relevant professional experience in developing evidence-based guidelines,
- ability to write and read in English (level C2 of the Common European Framework of Reference for Language or equivalent).

4. Information specialist (0,5 full-time equivalent):

- degree in information science/management, librarianship, or another related area; or, as an alternative, an equivalent level of knowledge acquired through experience and further training /development,
- at least 3 years of experience in working as an information specialist as part of a systematic review or guideline team,
- ability to read in English,
- knowledge of bibliographic software (e.g. reference manager, Endnote, or Procite or equivalent).

5. Statistical expert for quantitative analysis and meta-analysis (0,5 full-time equivalent):

- degree in statistics, biostatistics, epidemiology or related disciplines; or, as an alternative, an equivalent level of knowledge acquired through experience and further training /development,
- at least 3 years of relevant professional experience in statistical methods for quantitative analysis in clinical trials, health research, or related disciplines,
- ability to read in English.

In the case of groupings of candidates, this criterion will be assessed in relation to the combined capacities of all members of the grouping.

#### **III.2.4. Information about reserved contracts**

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

##### **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**

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#### **IV.1. Type of procedure**

##### **IV.1.1. Type of procedure**

Restricted

##### **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**

JRC/IPR/2014/I.2/0014/RC.

##### **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**

18.8.2014

##### **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**

## **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:  
no

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

Documents and communications related to this procedure are available free of charge at the following website: <http://www.jrc.ec.europa.eu/callsfortender>

Any additional information and reply to request for clarifications will be published on this website. It is therefore the responsibility of the applicants to check this website on a regular basis.

This procedure is a restricted call for tenders and is divided into 2 stages.

In the initial candidature stage, any economic operator can participate as a candidate.

Candidatures are assessed against minimum legal, financial and technical capacity requirements published in points III.2.1, III.2.2 and III.2.3 of this contract notice.

In the subsequent tendering stage, only candidates that successfully passed the first stage will be invited, simultaneously and in writing by the contracting authority, to submit a tender that will be evaluated against the award criteria published at the time of such a second stage.

The candidature documents and related information are available on the contracting authority's website <http://www.jrc.ec.europa.eu/callsfortender>

Full tendering specifications will be made available to the successful candidates only at the tendering stage.

The Commission shall send written notification of the result to each candidate.

Based on Article 134(1)(f) of Regulation (EU, Euratom) No 1268/2012, the Commission may enter into negotiated procedures with the winning tenderer of the present call for tender for services similar to those of the present notice.

### **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: [generalcourt.registry@curia.europa.eu](mailto:generalcourt.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: An appeal can be lodged with the General Court within 2 months of the notification to the plaintiff (date of receipt), or, in absence thereof, of the day on which the relevant information came to the knowledge of the person concerned.

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

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

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

11.7.2014