

Belgium-Brussels: Training of legal and policy practitioners on the UN Convention on the Rights of Persons with Disabilities

OJ S 153/2014 12/08/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, DG Justice, Unit JUST/A4 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 22962152

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**

Training of legal and policy practitioners on the UN Convention on the Rights of Persons with Disabilities.

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

Services

Service category No 11: Management consulting services [6] and related 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 notice involves a public contract

II.1.4. Information about framework agreement

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

The aim is to facilitate, among legal and policy practitioners in the EU and in those candidate countries and EEA/EFTA countries which have decided to participate in the REC programme (rights, equality and citizenship programme), greater knowledge and a better understanding of the UNCRPD, its optional protocol and related European legislation as indicated in the EU declaration of competences and the EU report to the UN. The overarching idea is to foster information sharing and learning among Member States, academics, legal and policy practitioners, administrators and civil society.

II.1.6. CPV code(s)

79140000 Legal advisory and information services, 80522000 Training seminars

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: 350 000 EUR

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: 3

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

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

See tender specifications.

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

See tender specifications.

III.1.3.

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

See tender specifications.

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 tender specifications.

III.2.2. Economic and financial ability

List and brief description of conditions: 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).

The following evidence should be provided:

- the completed 'Simplified balance sheet' and 'Simplified profit and loss account' completed for the last 3 years,
- copy of the profit and 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.

III.2.3. Technical and professional ability

List and brief description of conditions:

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

- be a continuing education institution,
- have at least 10 years' experience in providing training to civil servants, judges, lawyers, legal and policy practitioners on EU legal issues,
- have a training manager with sound experience in organising this type of training,
- have the necessary interpreting capacity to provide the training effectively to participants from all participating countries,
- have the proven ability to call on the necessary expertise to cover all countries concerned by the tender and the UN Convention for the Rights of Persons with Disabilities and the European legislation referred to in the declaration of competences annexed to the Council Decision for conclusion and the related EU report to the UN,
- have experience in setting up and organising training seminars,
- have experience in the development of training contents,
- proven knowledge of the topics to be covered,
- very good knowledge of English and French,
- proven capacity to set up evaluation procedures to ensure the quality of the work.

The selection criteria to be satisfied by the project manager are as follows:

- at least 10 years' experience in project management, including overseeing project delivery, quality control of the delivered service in the area of legal training,
- proven ability to perform the coordination and the administrative tasks involved in organising and managing contracts and projects at European level,
- proven ability to set up the appropriate organisational structure to carry out all the tasks involved, including all logistical tasks involved,

- very good knowledge of English,
- a proven capacity to manage the administrative and financial aspects of such a contract,
- solid experience in disability law and policies and confirmed work experience in an international context supported by a list of principal services provided in the relevant policy domain over the past 3 years,
- the ability to present adequate availability of independent experts.

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

- have jointly sufficient knowledge of languages to facilitate communication with the Commission and the experts and, in particular, ability to draw up reports in English, French and German,
- have at least 1 member of the team with 5 years' experience on disability policy and legislation and accessibility for people with disabilities,
- have jointly considerable proven experience of working in complex multicultural, multilingual and multinational environments.

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/2014/RDIB/PR/EQUA/0057.

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

10.10.2014

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

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

IV.3.8. Conditions for opening of tenders

Date: 21.10.2014 - 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: 1 representative of each tenderer may attend the opening of the bids.

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:
no

VI.3. Additional information

Terms of reference can be downloaded at the following address: 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: generalcourt.registry@curia.europa.eu

Telephone: +352 4303-1

Fax: +352 4303-2100

Body responsible for mediation procedures

Official name: The European Ombudsman

Postal address: 1 avenue du Président Robert Schuman, BP 403

Town: Strasbourg Cedex

Postal code: 67001

Country: France

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

31.7.2014