

Belgium-Brussels: European network of academic experts in the field of disability

OJ S 154/2014 13/08/2014

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

Fax: +32 22988812

Internet address(es):General address of the contracting authority: http://ec.europa.eu/justice/newsroom/contracts/index_en.htmElectronic access to information: 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

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**

European network of academic experts in the field of disability.

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 general purpose of the contract is to provide independent scientific advice, analysis and information to the Commission that is of quality and reliable to serve as input and support its policy-making in the disability field. The information relates to national disability policies and legislations, their link with the EU level as well as information about the situation of persons with disabilities. In order to have a wide European coverage, it is necessary to establish and maintain a European network of academic experts in the field of disability. Given the diverse topics to be covered, it shall include experts not only in social matters in the disability field but also in disability-related issues in EU policies that are relevant for people with disabilities as identified in the strategy and the UNCRPD. More specifically, the contractor shall:

- provide the Commission with informed analyses of national situations and policy developments with regard to disability-related issues in relevant policy areas to be agreed upon with the Commission among those proposed by the contractor on annual bases. In addition, every year an informed analysis should be provided on the national policy situation and developments in relation to the areas covered by Europe 2020 contributing to the European semester. The contractor is expected to produce national reports covering policy themes agreed upon at the beginning of the contractual year with the Commission. The contractor is also requested to produce annual synthesis reports,
- provide the Commission with advice in the fields identified above in strategy and the UNCRPD. The advice shall be based on scientific evidence, data and statistics, and shall aim to support the Commission policy and decision-making processes in the field of disability,
- provide the Commission with informed analyses, information, data, statistics and independent advice from the 28 Member States and, to some extent from the former Yugoslav Republic of Macedonia, Iceland, Liechtenstein, Montenegro, Norway, Serbia and Turkey,
- establish a network of academic disability experts to cover the abovementioned countries.

II.1.6. CPV code(s)

73210000 Research consultancy services, 73220000 Development consultancy services, 71241000 Feasibility study, advisory service, analysis, 72314000 Data collection and collation services, 30196100 Meeting planners

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: 3 200 000 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 900 000 EUR (average for the past 3 years).

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.

III.2.3. Technical and professional ability

List and brief description of conditions:

a. Criteria relating to tenderers:

The tenderer must comply with the following criteria:

- For the coordinating team and its main coordinator:
 - proven ability to perform the coordination and the administrative tasks involved in organising and managing contracts and projects at European level. The Commission will assess this criterion on the basis, inter alia, of a list of previous activities in this field submitted by the tenderer,

- 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, and all logistical tasks involved. The Commission will assess this criterion, inter alia, on the basis of an organisational chart explaining the structure to be put in place,
- very good knowledge of EU working languages and particularly English to facilitate communication within the network,
- strong planning and organising skills and the ability to facilitate meetings,
- the members of the coordinating team should in addition have at least 10 years of professional experience in the disability field.

— For the network experts:

- each expert shall have a proven experience of a minimum of 5 years of policy analysis and assessment on issues related to disability, in a range of areas including law, economics, business administration, research and technological development, public administration, social studies, political science, or similar, as well as a good knowledge of the national context in this respect; experience at EU level will be of added value,
- some experts might be practitioners such as human resources managers, teachers, legal experts, policy practitioners, rehabilitation experts, accessibility experts, media experts, provided that they have a strong and well established specific expertise in the field of disability policy and law,
- the network shall have at least 1 delegate from an organisation representing people with disabilities at European level, having a good track record of working at EU level, knowledge and experience of analysis of disability issues as well as disability policies,
- the network shall have at least 1 delegate from an organisation dealing with the interests of older persons, having a good track record on disability matters,
- the network shall have the necessary expertise to cover all the 28 Member States, and the former Yugoslav Republic of Macedonia, Iceland, Liechtenstein, Montenegro, Norway, Serbia, and Turkey,
- each expert shall have a good knowledge of English in addition to his/her national language (s),
- any substitution of experts during the contracting period must first be presented to the European Commission for agreement.

— With regard to the technical and logistical tasks involved (i.e. the organisation of meetings and conferences, and the set-up of a website) this will require:

- the proven capacity to organise national and European-level seminars including all organisation matters as spelled out under task 6,
- competences on accessibility matters,
- the proven capacity to create and maintain a website as spelled out under task 1.

b. Evidence:

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

1. tenderers should provide with their offer a 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 to 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. part of the contract which the service provider intends to subcontract.

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/0062.

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Time limit for receipt of requests for documents or for accessing documents: 29.9.2014

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

6.10.2014

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: 13.10.2014 - 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

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: Same as above

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

1.8.2014