

Belgium-Brussels: Review (results-oriented monitoring — ROM) of implementation of projects and programmes financed by the European Union within the framework of its external assistance
OJ S 165/2013 27/08/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for Development and Cooperation — EuropeAid

Postal address: avenue du Bourget 1

Town: Brussels

Postal code: 1140

Country: Belgium

For the attention of: Jean-Herve Ramat — Loi 41, Office 03/030

E-mail: europaaid-r5-call-for-tenders@ec.europa.eu

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/europaaid/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

Other: Services related to implementation of EU-financed external assistance.

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

Review (results-oriented monitoring — ROM) of implementation of projects and programmes financed by the European Union within the framework of its external assistance.

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

Services

Service category No 27: Other services

Main site or place of performance: European Union (EU) and outside EU.

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 contract objective is the implementation of the (results-oriented monitoring — ROM) review of projects and programmes financed by the European Union. The review is part of an integrated set of systems and approaches for monitoring, reporting and external review and evaluation of projects and programmes.

The tender which is the subject of the present notice is organised in 6 service contract lots described as follows:

lot 1: review of implementation of projects and programmes financed by the European Union for the Neighbourhood region;

lot 2: review of implementation of projects and programmes financed by the European Union for the sub-Saharan African region including intra-ACP and pan-African programmes;

lot 3: review of implementation of projects and programmes financed by the European Union for the Asian and Pacific regions including OCTs;

lot 4: review of implementation of projects and programmes financed by the European Union for the Latin American and Caribbean regions, including Cuba and OCTs;

lot 5: review of implementation of centrally managed projects and programmes financed by the European Union under the thematic programmes (CMTPs);

lot 6: quality assurance relating to the reviews of implementation of projects and programmes financed by the European Union.

The revised (ROM) review, to be carried out by independent consultants, will be part of an overall system based on an improved and harmonised internal system of monitoring and reporting by EU Delegations and European Commission HQ services on the implementation of EU-funded projects and programmes. The objective of the reviews is to support the management of EU-funded projects and programmes and to strengthen internal and external accountability for their performance and results. Appropriate duration of field missions and adequate use of sectoral expertise represent a strong asset of the revised system.

The revised review system, centrally managed by the Commission's headquarters services, also aims to provide a better insight into the performance of EU Delegations' and HQ services' portfolios.

The revised review is to proceed as follows:

The review approach will be different for budget support programmes and other projects and programmes:

- a (ROM) review organised at an average of 2 times during the lifetime of a budget support programme,
- for other projects and programmes, a (ROM) review is foreseen for a number of selected projects and programmes as specified hereafter.

For these other projects and programmes the following reviews are foreseen:

- an initial (ROM) review is to be carried out around the end of year 1 of implementation of the following projects and programmes:
 - projects and programmes of an amount of 500 000 EUR (EU contribution) or more (or 200 000 EUR for thematic and regional projects and programmes) identified and signalled by EU Delegations or HQ services for having implementation problems,
 - other projects and programmes, selected by EU Delegations or HQ services for submission to a (ROM) review, be it for specific projects and programmes below the aforementioned amounts which have implementation problems or selected for other duly justified reasons,
- a follow-up (ROM) review is foreseen around the end of year 2 of implementation for the

projects and programmes which have demonstrated the most risky performance during the initial (ROM) review,

- a final (ROM) review is foreseen at end of implementation for a group of selected projects and programmes in order to identify possible needs for improving internal monitoring and reporting, in particular with a view to strengthening the reporting on the results of projects and programmes. The selection of projects and programmes for the final (ROM) review is to take place by random sampling of projects and programmes (around 385 projects and programmes each year are to be covered across all ROM lots). The random sampling and hence the project and programme selection will be carried out once a year by the European Commission headquarters for all projects and programmes.

The European Commission will sign 1 service contract per lot for a total of 6 lots: 4 geographical lots, each for 1 or 2 specific regions, for projects and programmes managed by devolved EU Delegations or centrally managed by geographical directorates; 1 lot for thematic projects and programmes which are carried out under the direct supervision of the Commission's HQ services ('centrally managed' thematic programmes) and 1 lot for the setting up and implementation of a quality assurance (QA) system, to be performed by external QA experts in addition to the normal internal quality assurance to be ensured by each contractor. Working languages: English and French, as well as Portuguese and Spanish, depending on the lot. Please see description of lots in 'Information about lots' of this notice.

II.1.6. CPV code(s)

79420000 Management-related 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: yes

Tenders may be submitted for one or more lots

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:

Range: between 95 000 000 and 108 000 000 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

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

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

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

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

Information about lots

Lot No: 1

Lot title: Review of implementation of projects and programmes financed by the European Union — Neighbourhood

1) Short description

Based on the revised results-oriented monitoring (ROM) review methodology, to be provided by the Commission, the contractor shall implement in the European Neighbourhood countries and Russia the following indicative number of reviews and reports:

- implementation of 135–150 initial and follow-up (ROM) reviews and related production of reports covering ongoing projects and programmes above 500 000 EUR and ongoing regional programmes (national components included) above 200 000 EUR (excluding budget support operations),
- implementation of 70–80 final (ROM) reviews and production of related reports (coverage by random sampling of projects and programmes excluding budget support operations),
- implementation of 20–25 ROM BS (ROM) reviews and production of related reports targeting budget support (BS) operations using the ROM BS methodology to be provided by the Commission.

Working languages: English and French and, for the Eastern Neighbourhood, Russian (English and French are required for coordination).

2) CPV code(s)

79420000 Management-related services

3) Quantity or scope

The budget estimated given below refers to a 12-month assignment.

Estimated value excluding VAT:

Range: between 3 750 000 and 4 250 000 EUR

4) Indication about different time frame or duration

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

5) Additional information about lots

This lot covers the countries of eastern Europe and the southern Mediterranean to which the European Neighbourhood and Partnership Instrument (ENPI) applies. The ENPI will be replaced by the European Neighbourhood Instrument (ENI) as from 2014. Further information on the ENPI can be found under: http://ec.europa.eu/europeaid/how/finance/enpi_en.htm

Lot No: 2

Lot title: Review of implementation of projects and programmes financed by the European Union for the sub-Saharan African region including intra-ACP and pan-African programmes

1) Short description

Based on the revised results-oriented monitoring (ROM) review methodology to be provided by the Commission, the contractor shall implement in the sub-Saharan African region including intra-ACP and pan-African programmes the following indicative number of reviews and reports:

- implementation of 360–380 initial and follow-up (ROM) reviews and production of related reports covering ongoing projects and programmes above 500 000 EUR and ongoing regional programmes (national components included) above 200 000 EUR (excluding budget support operations),
- implementation of 70–80 final (ROM) reviews and production of related reports (coverage by random sampling of projects and programmes excluding budget support operations),
- implementation of 20–25 (ROM) BS reviews and production of related reports targeting budget support (BS) operations using the ROM BS methodology to be provided by the Commission.

Working languages: English, French and Portuguese (English and French are required for coordination).

2) CPV code(s)

79420000 Management-related services

3) Quantity or scope

The budget estimated given below refers to a 12-month assignment.

Estimated value excluding VAT:

Range: between 8 000 000 and 9 000 000 EUR

4) Indication about different time frame or duration

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

5) Additional information about lots

The assignment of lot 2 will cover projects and programmes financed by the European Development Fund and the budget of the EU. Further information on the Cotonou Agreement and the relations with African countries can be found under: <http://ec.europa.eu/europeaid/where/acp/overview/cotonou-agreement/>

Lot No: 3

Lot title: Lot 3: review of implementation of projects and programmes financed by the European Union for the Asian, Middle East and Pacific regions including OCTs

1) Short description

Based on the revised results-oriented monitoring (ROM) review methodology to be provided by the Commission, the contractor shall implement in the Asian, Middle East (Iran, Iraq and Yemen), Pacific countries and OCTs the following indicative number of reviews and reports:

- implementation of 140–160 initial and follow-up (ROM) reviews and production of related reports covering ongoing projects and programmes above 500 000 EUR and ongoing regional programmes (national components included) above 200 000 EUR (excluding budget support operations),
- implementation of 70–80 final (ROM) reviews and production of related reports (coverage by random sampling of projects and programmes excluding budget support operations),
- implementation of 10–15 (ROM) BS reviews and production of related reports targeting budget support (BS) operations using the consolidated ROM BS methodology to be provided by the Commission.

Working languages: English, French and Portuguese (English and French are required for coordination). For missions in central Asia a proficient knowledge of Russian is required by at least 1 of the monitors, as well as previous experience in the Commonwealth of Independent States (CIS) region.

2) CPV code(s)

79420000 Management-related services

3) Quantity or scope

The budget estimated given below refers to a 12-month assignment.

Estimated value excluding VAT:

Range: between 4 000 000 and 4 500 000 EUR

4) Indication about different time frame or duration

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

5) Additional information about lots

Further information on external relations and relations with the countries of Asia, the Middle East and central Asia can be found under: http://ec.europa.eu/europeaid/where/asia/index_en.htm

Further information on the Cotonou Agreement and the relations with Pacific countries and the OCTs can be found under: <http://ec.europa.eu/europeaid/where/acp/overview/cotonou-agreement/>

Lot No: 4

Lot title: Review of implementation of projects and programmes financed by the European Union for the Latin America and Caribbean regions, including Cuba and OCTs

1) Short description

Based on the revised results-oriented monitoring (ROM) review methodology to be provided by the Commission, the contractor shall implement in the Latin American and Caribbean countries, including Cuba and OCTs, the following indicative number of reviews and reports:

- implementation of 100–110 initial and follow-up (ROM) reviews and production of related reports covering ongoing projects and programmes above 500 000 EUR and ongoing regional programmes (national components included) above 200 000 EUR (excluding budget support operations),
- implementation of 70–80 final (ROM) reviews and production of related reports (coverage by random sampling of projects and programmes excluding budget support operations),
- implementation of 15–20 (ROM) BS reviews and production of related reports targeting budget support (BS) operations using the ROM BS methodology to be provided by the Commission.

Working languages: English, French, Portuguese and Spanish (English and French are required for coordination).

2) CPV code(s)

79420000 Management-related services

3) Quantity or scope

The budget estimated given below refers to a 12-month assignment.

Estimated value excluding VAT:

Range: between 3 750 000 and 4 250 000 EUR

4) Indication about different time frame or duration

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

5) Additional information about lots

Further information on external relations and the relations with the countries of Latin America and Cuba can be found under: http://ec.europa.eu/europeaid/where/latin-america/index_en.htm

Further information on the Cotonou Agreement and the relations with Caribbean countries and the OCTs can be found under: <http://ec.europa.eu/europeaid/where/acp/overview/cotonou-agreement/>

Lot No: 5

Lot title: Review of implementation of centrally managed projects and programmes financed by the European Union under the thematic programmes (CMTPs)

1) Short description

Based on the revised results-oriented monitoring (ROM) review methodology to be provided by the Commission, the contractor shall implement in relation to the CMTPs the following indicative number of reviews and reports:

— implementation of 100–110 initial and follow-up (ROM) reviews and production of related reports covering ongoing centrally managed thematic projects and programmes (excluding budget support operations) above 200 000 EUR,
— implementation of 70–80 final (ROM) reviews and production of related reports (coverage by random sampling of projects and programmes excluding budget support operations).
Working languages: English, French, Portuguese and Spanish (English and French are required for coordination).

2) CPV code(s)

79420000 Management-related services

3) Quantity or scope

The budget estimated given below refers to a 12-month assignment.

Estimated value excluding VAT:

Range: between 3 000 000 and 3 500 000 EUR

4) Indication about different time frame or duration

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

5) Additional information about lots

Complementary to the projects and programmes financed within the framework of the bilateral cooperation with each region or country, a number of thematic programmes enable the EU to finance projects or programmes relating to specific themes or cross-cutting issues.

Under the current financial instruments the thematic operations include: the European Instrument for Democracy and Human Rights; non-State actors and local authorities in development; migration and asylum; environment and sustainable management of natural resources including energy; investing in people (human and social development including health, education, gender, employment and social cohesion, youth, children and culture) and food security; as well as operations under the Instrument for Stability (IFS) and the Nuclear Safety Instrument (NSI).

Projects, implemented mostly through civil society organisations (including NGOs) and international organisations are managed either by European Union Delegations (EUDs) or by the Commission's headquarters.

Thematic projects and programmes managed by European Union Delegations are covered under lots 1 to 4.

However a number of operations cannot be attributed to a specific EU Delegation and are 'centrally managed' by the Commission's headquarters. These are covered under lot 5 CMTs:

(i) projects and programmes which take place in various countries around the world and are not confined to 1 region,

(ii) projects and programmes which are implemented within the European Union (in particular development education and awareness-raising actions implemented by European NGOs concerning the importance of support to development cooperation).

Lot No: 6

Lot title: Quality assurance for the reviews of implementation of projects and programmes financed by the European Union

1) Short description

The contractor shall provide assistance to the Commission for the supervision and verification of the quality of the reviews implemented by the (ROM) review contractors. The contractor shall review the quality assurance system and process of the (ROM) review contractors, the quality of the reviews and reports, the quality of the organisational, supporting and back-up services provided by the contractors. This supervision and verification shall be provided for

lots 1, 2, 3, 4 and 5. The scope of the services covers all (ROM) review contracts.
Working languages: English, French, Portuguese and Spanish (English and French will be also required for coordination).

2) CPV code(s)

79420000 Management-related services

3) Quantity or scope

The budget estimated given below refers to a 12-month assignment.

Estimated value excluding VAT:

Range: between 1 250 000 and 1 500 000 EUR

4) Indication about different time frame or duration

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

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Not for the tender as such. A guarantee for advance payment will be requested in the tender dossier.

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

As specified in the tender dossier which will be sent to the shortlisted candidates.

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

Having regard to the complexity and scope of the tasks involved, applications from (international) consortia are encouraged. Therefore, applications can be submitted by groupings of service providers in a consortium which will not be required to adopt a particular legal form prior to the contract being awarded. The consortium is considered as the candidate. The firms composing the consortium must nominate one of them as the party responsible for the receipt and processing of payments for members of the consortium, for managing the service administration, and for coordination. Each member of the consortium is fully responsible vis-à-vis the contracting authority. The documents required and listed in paragraph III.2 must be supplied by each member of the consortium.

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: i) Eligibility:

Participation is open to candidates established in the EU Member States. Service providers established in third countries have the right to participate in EC tendering procedures if an international agreement in the field of public procurement grants them the right to do so. In case there is no such an agreement, or the agreement does not apply to the kind of contracts

put out to tender, suppliers and service providers of third countries are not entitled to participate, alone or in a consortium.

Candidates must attach to their application documents (such as a certificate of incorporation) issued by competent authorities from the relevant country of origin attesting the nationality of the candidate or, in the case of a consortium, the nationality of each member of the consortium.

ii) Leadership statements:

Candidates shall include in their application form a signed statement of the submitting party or the lead partner of the consortium expressing the will to tender and mentioning the name and address of the respective contact person as well as the telephone and fax numbers of the participating entities. The other members of the consortium shall present a signed statement accepting being part of the consortium under the direction of the nominated leader.

For these statements, please use the templates referred to in paragraph VI.3.1.

iii) Exclusion criteria:

1. Candidates shall be excluded from participation in the present procurement procedure if:

a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

b) they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of a Member State which has the force of 'res judicata';

c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the EIB and international organisations;

d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;

e) they or persons having powers of representation, decision-making or control over them have been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the EU's financial interests.

They are subject to an administrative penalty referred to in Article 109(1) of Regulation No 966/2012 of the European Parliament and of the Council of 25.10.2012 on the financial rules applicable to the general budget of the Union or similar provisions of the European Development Fund.

Points (b) and (e) of the first subparagraph shall not apply where the candidates can demonstrate that adequate measures have been adopted against the persons having powers of representation, decision-making or control over them, who are subject to a judgement as referred to in points (b) or (e) of the first subparagraph.

Furthermore, a contract shall not be awarded to candidates or tenderers who, during the procurement procedure for that contract:

(a) are subject to a conflict of interests;

(b) are guilty of misrepresenting the information required by the contracting authority as a condition of participation in the procurement procedure or fail to supply that information;

(c) find themselves in one of the situations of exclusion, referred to in Article 106(1) of Regulation No 966/2012, for the procurement procedure.

2. In order to certify their situation of non-exclusion, each legal entity forming the candidate must:

a) complete the declaration referred to in point 6 of the application form referred to in

paragraph VI.3.1;

b) and attach as part of the application the evidence, proving that the exclusion cases mentioned under points (a), (b), (d) and (e) do not apply in its case.

As satisfactory evidence that the candidate, tenderer or applicant is not in one of the situations described in:

— (a), (b) or (e) of the first subparagraph, the contracting authority will accept a recent extract from the judicial record or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin showing that the requirements are satisfied, — for (d), the contracting authority will accept a recent certificate issued by the competent authority of the State concerned. Where no such document or certificate is issued in the country concerned, it may be replaced by a sworn/solemn statement made before a judicial or administrative authority, a notary or a qualified professional body in the country of origin. Whenever 1 candidate, due to its nature (for instance, national public administrations and international organisations), cannot fall into some of the categories above and/or cannot provide the documents indicated above, a simple signed declaration explaining their situation will suffice.

The documents may be originals or copies; however originals must be made available to the contracting authority upon request. The date of issuing of the documents provided must be no earlier than 1 year before the date of submission of the tender.

If the supporting documents are not written in one of the official languages of the European Union, a translation into English or French must be attached. Where the documents are in an official language of the European Union other than English or French, they have to be accepted. It is, however, strongly recommended that a translation into the language of the procedure be provided, in order to facilitate the swift evaluation of the application.

III.2.2. Economic and financial ability

List and brief description of conditions: For the purpose of assessing the financial and economic capacity to perform the tasks involved in this contract notice all tenderers must provide:

a) a statement established in euros, showing the financial and economic capability of the candidate. Candidates must use the template provided in point 3 of the standard application form;

b) together with a full set of financial statements as published (comprising at least a balance sheet, a profit and loss account and a cash flow statement) for the last 3 financial years (2010, 2011 and 2012).

NB:

1. wherever the candidate is a consortium, the abovementioned information must be provided for each member of the consortium;

2. where the relevant company law requires these financial statements to be audited, the auditors' statement should be included;

3. where the tenderer is not required to publish full financial statements, annual accounts as approved by the relevant internal body must be submitted.

Minimum level(s) of standards possibly required: a) The average annual turnover of the candidate for the last 3 years must exceed:

for lot 1: 8 000 000 EUR

for lot 2: 17 000 000 EUR

for lot 3: 8 500 000 EUR

for lot 4: 7 800 000 EUR

for lot 5: 5 800 000 EUR

for lot 6: 3 300 000 EUR.

b) Cash and cash equivalents at the beginning and at the end of a year must be positive for each of the last 3 years (2010, 2011, 2012).

III.2.3. Technical and professional ability

List and brief description of conditions:

1) All candidates must fill Sections 5 and 6 of the standard application form referred to in paragraph VI.3.1.

In Section 5, the areas of specialisation are to be given with reference to the areas given in point 2 below.

In Section 6 'Experience', the candidate shall indicate under the fields 'Detailed description of project' and 'Type and scope of services provided', amongst others, the area of specialisation covered and the names and status (permanent or not) of the key experts provided by the candidate. For the services being provided to the European Commission, the applicant must also indicate the contract number and the department for which the services were carried out. The experience referred to under Section 6 can be completed with summaries of the invoked references in annex to the application. Such annex may not go beyond 16 pages (1 page per reference).

2) The candidate must demonstrate its expertise in the following areas of specialisation:

a) monitoring or evaluation, notably of projects and programmes financed by donors (in particular the EU) in third countries, including synthetic analysis of results, reporting and quality assurance;

b) sectoral experience and expertise relating to projects and programmes financed by donors (in particular the EU) in partner countries in the following sectors/areas:

- social sectors (education, health, population policies/programmes and reproductive health),
- agriculture development, food security, water, environment,
- governance, civil society, gender and human rights,
- infrastructure, transport, energy,
- private sector development, trade and regional integration.

Other sectors which may also be covered by 1 or more lots which are the subject of the present procedure and tender notice, like migration and asylum;

c) for lots 1, 2, 3, 4 and 6, experience in implementing projects for the preparation of a budget support programme and PFM (public finance management) or carrying out a PEFA (public expenditure and financial accountability) or evaluations of budget support programmes and public finances programmes;

d) for lot 5 (CMTPs), experience in relation to implementation of multi-country projects and programmes.

3) The candidate must demonstrate its professional capacity in terms of its permanent staff.

4) The candidate must demonstrate its capacity to ensure the work in the working languages of the lot. Please see 'Information about lots'.

Candidates should provide evidence of their performance in the form of certificates issued or countersigned by the competent client or authority.

It is required to use the template referred to in paragraph VI.3.1.

Minimum level(s) of standards possibly required:

1)–2) The candidate has successfully implemented at least 12 projects of an amount of min. 500 000 EUR and in relation to the areas of specialisation listed above.

Among these projects:

- at least 2 project references are in project monitoring or/and evaluation (point a),
- at least 8 project references are in relation to sectoral expertise covering at least 4 of the 5 sectors mentioned in par. b above, and for lot 5, covering also nuclear safety as a compulsory additional sector,

— for lots 1, 2, 3, 4 and 6, at least 2 project references in relation to implementation of budget support programmes (point c),

— for lot 5, at least 2 project references in relation to implementation of multi-country projects and programmes.

Furthermore, reference projects must fulfil the following conditions:

— finalised within 3 years before the final date for submission of the application,

— carried out by the candidate itself for at least 30 % of the overall contract value.

The candidate shall not submit more than 16 project references.

3) At least 16 permanent staff are working for the candidate in the areas of specialisation mentioned above.

4) The candidate has the capacity to ensure the work in the working languages of the lot, if each of the languages mentioned as working languages in 'Information about lots' for the lot in question is covered by the project references above.

An economic operator may 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. Such entities must respect the same rules of eligibility and notably that of nationality, as the economic operator.

Candidates should provide:

For the assessment of these professional capacity criteria, candidates should provide:

i) a statement of the average annual manpower and the number of managerial staff over the past 3 years (2010, 2011, 2012) following the relevant template of the standard application form;

ii) a declaration of their capacity to work in the working languages of the relevant lot (please fill the relevant data in the template provided in point 5 of the standard application form).

In the case of consortia the whole consortium is considered as the candidate.

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

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

Envisaged minimum number 4: and Maximum number 6

Objective criteria for choosing the limited number of candidates: If more than 6 eligible candidates per lot meet the above selection criteria, the relative strengths and weaknesses of

the applications of these candidates will be re-examined to identify the 6 best applications for the tender procedure for each lot. The specific criteria which will be used to identify the best applications are, successively:

- 1) the largest number of projects in developing sectoral institutional strengthening and capacity development included in the project references submitted by the candidate to prove its professional experience;
- 2) in the case of 'ex aequo', the largest number of evaluations of budget support programmes and/or PEFA included in the project references submitted by the candidate to prove its professional experience. For lot 5, this criterion is replaced by the largest number of projects related to multi-country projects and programmes;
- 3) in the case of 'ex aequo', the budget amount of the 5 largest project references submitted by the candidate to prove its professional experience. Where the number of candidates meeting all the selection criteria is less than 4, the contracting authority may continue the procedure only with these.

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

EuropeAid/134965/C/SER/MULTI.

IV.3.2. Previous publication concerning this procedure

no

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

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

4.10.2013 - 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

Other: English or French.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 4 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

VI.3. Additional information

Award criteria and their weighting will be specified in the tender dossier. The present tender notice contains all the relevant information for this stage of the procedure. The tender dossier will be sent only to the shortlisted candidates. The signature of the contracts is subject to the approval of the relevant financing decisions.

1. Each application must be submitted in 1 original and 3 copies marked as such.

The application must include all the information required in the present tender notice and use the standard templates provided under the following address:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1224846858672&do=publi.welcome&userlanguage=en>

with the reference EuropeAid/134965/C/SER/Multi.

Part 1:

- name and publication number of the tender being applied for,
- name, addresses, nationality of the candidate (leader and member of the consortium) and the name and function of a contact person,
- supporting documents proving the nationality of each member of the consortium (point III.2.1).

Part 2: data and supporting documents proving the economic and financial capacity (point III.2.2).

Part 3:

- data and supporting documents proving the technical capacity (point III.2.3),
- staff information (point III.3.2).

Part 4:

- declaration of the leader firm (III.2.1.ii),
 - declaration of the rest of the members accepting the leadership (III.2.1.ii),
 - declaration of absence of exclusion criteria (point III.2.1.iii) and the evidence of non-exclusion situations for cases mentioned under (a), (b), (d) and (e) of point III.2.1 of this notice.
- Others: companies (or consortia) shall indicate the name and the professional qualification of the contact person. In the tender stage, the invited candidates will be asked to provide the names and professional qualifications (CVs) of the staff they propose in the portfolio as ROM experts or for the other tasks to be implemented under the contract.

2. Candidates may send questions only in writing to the e-mail address indicated in point I.1 of this tender notice. The deadline to send questions is 15 days after the publication of the present tender notice. No reply will be provided to questions received after this date. The questions received and the replies, will be published at the latest by the 25th day after the publication of the present tender notice on the EuropeAid website at

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1224846858672&do=publi.welcome&userlanguage=en>

with the reference EuropeAid/134965/C/SER/Multi.

No further clarifications will be given after this date.

3. How applications may be submitted

Any request to participate received after the deadline specified in Section IV.3.4 will not be considered. Applications must be submitted to the contracting authority:

- a) either by recorded delivery by official postal service (stamped) to: European Commission, Directorate-General for Development and Cooperation — EuropeAid, 1049 Brussels, BELGIUM, attention: Jean-Hervé Ramat, Unit R.5, L-41 3/30;

b) or hand-delivered (including courier services) directly to the contracting authority in return for a signed and dated receipt to: European Commission, Directorate-General for Development and Cooperation — EuropeAid, avenue du Bourget 1, 1141 Evere, BELGIUM, attention: Jean-Hervé Ramat, Unit R.5, L-41 3/30. This department is open from 8:00 to 17:00 from Monday to Thursday and from 8:00 to 16:00 on Friday; it is closed on Saturdays, Sundays and Commission holidays.

If a candidate is applying for more lots, a separate application should be submitted for each lot. Applications submitted by any other means will not be considered.

4. Envelope.

The envelope containing the application shall indicate:

- the address of the contracting authority,
- the reference of the tender: 'tender EuropeAid/134965/C/SER/Multi — Review of implementation of projects and programmes financed by the European Union' and the sentence 'not to be opened by the internal mail department',
- the lot number, which must also be mentioned in all subsequent correspondence with the contracting authority.

5. Conflicts of interest.

An individual or company that has or had a key role in the inception, preparation or execution of a project or programme is in conflict of interest for performing the review of the same project or programme. The question of conflict of interest is important and will be specified in the tender dossier.

All candidates can apply for up to 2 lots. Candidates who are consortia or have other forms of association can do so in varying composition. It is not accepted that members of a consortium or other form of association applying or submitting for a lot, compete against each other for another lot, as in that case it is not expected that full effective competition would be ensured. A company cannot apply in a consortium or individually for more than 2 lots. Candidates or consortia who apply for lots 1, 2, 3, 4 or 5 cannot apply for lot 6 (quality assurance).

An individual or company being a member of the consortium responsible for the support to the Commission's services in the field of quality monitoring systems and methodologies of projects and programmes of external assistance financed by the European Union (CRIS contract number: No EVA/2012/309-586) cannot participate in the present tender.

VI.4. Procedures for review

VI.4.1. Review body

Official name: European Court of Justice

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: generalcourt.registry@curia.europa.eu

Telephone: +352 4303-1

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 the information came to the knowledge of the body responsible for appeal.

A complaint to the European Ombudsman does not have as an effect either of suspending this period or of opening 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

14.8.2013