

**Belgium-Brussels: China observatory: monitoring of and reporting about key economic developments in China and China's economic policy; development and maintenance of a foreign direct investment database**

OJ S 188/2014 01/10/2014

Contract notice

Services

Directive 2004/18/EC

## Section I: Contracting authority

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### I.1. Name and addresses

Official name: European Commission, Directorate-General for Trade, Directorate C — Asia and Latin America

Postal address: rue de la Loi 200

Town: Brussels

Postal code: 1049

Country: Belgium

Contact person: Marta Middlebro

For the attention of: Mauro Petriccione

E-mail: [trade-contracts@ec.europa.eu](mailto:trade-contracts@ec.europa.eu)

Telephone: +32 22989309

#### Internet address(es):

General address of the contracting authority: <http://ec.europa.eu/trade/trade-policy-and-you/calls-for-tender/>

Electronic access to information: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=632>

#### 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:

Official name: European Commission, Directorate-General for Trade, Directorate C — Asia and Latin America

Postal address: CHAR 07/173, rue de la Loi 200

Town: Brussels

Postal code: 1049

Country: Belgium

Fax: +32 22990900

Internet address: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=632>

**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: Trade policy.

### 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**

China observatory: monitoring of and reporting about key economic developments in China and China's economic policy; development and maintenance of a foreign direct investment database.

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

Services

Service category No 11: Management consulting services [6] and related services

NUTS code

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

The notice involves a public contract

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

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

The objective is monitoring of and reporting about key economic developments in China and China's economic policy; development and maintenance of a foreign direct investment database.

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

79311400 Economic research services

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

### **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**

The budget of the contract, including all costs, is expected not to exceed 600 000 EUR for its total duration. The tenderer should however be aware that the contract will be awarded using the best value for money procedure, i.e. the most economically advantageous tender.

Estimated value excluding VAT:

Range: between 1 and 600 000 EUR

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Duration in months: 36 (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**

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

As stated in the terms of reference.

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

See point 10 of the terms of reference.

### **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: Tenderers shall be excluded from participation in this 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 have been convicted of an offence concerning their professional conduct by a judgment 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;

d) they have not fulfilled 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 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 Union's financial interests;

f) they have been the subject of an administrative penalty for being guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the procurement procedure or failing to supply information, or being declared to be in serious breach of their obligation under contract covered by the budget.

Contracts may not be awarded to tenderers who, during the procurement procedure:

(a) are subject to a conflict of interest;

(b) are guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information;

(c) find themselves in one of the situations of exclusion, referred to at the beginning of point 12 (letters (a) to (f)).

Tenderers must provide a declaration on honour that they are not in one of the abovementioned situations.

Only the tenderer to whom the contract is to be awarded shall be required to submit, before signing the contract, evidence confirming his declaration on honour, by providing:

— for point (a), (b) or (e): a recent extract from the judicial record or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of origin or provenance showing that those requirements are satisfied,

— for point (d), a recent certificate issued by the competent authority of the State concerned. Where no such documents or certificates are issued in the country concerned, they may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

Depending on the national legislation of the country in which the tenderer or candidate is established, the documents referred to in the above 2 paragraphs shall relate to legal persons and/or natural persons including, where considered necessary by the contracting authority, company directors or any person with powers of representation, decision-making or control in relation to the candidate or tenderer.

Wherever the tenderer is a consortium of firms or groups of service providers, the abovementioned information must be provided for each member or group.

However, the Commission may waive the obligation for a candidate or tenderer to submit documentary evidence if such evidence has already been submitted for another procurement procedure and provided the documents were issued not more than 1 year earlier and are still valid. In such cases, the candidate or tenderer must declare on his honour that the documentary evidence has already been provided in a previous procurement procedure, provide reference to that procedure, and confirm that there has been no change in the situation. The abovementioned information must be included in the tender specifications.

Please refer to the e-Certis website, which provides the possibility of determining the exact certificates and attestations required: <http://ec.europa.eu/markt/ecertis/login.do>

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

List and brief description of conditions: — sufficient economic and financial capacity to guarantee continuous and satisfactory performance throughout the envisaged lifetime of the contract,

— reliability of the mitigating measures presented to cover possible deficiencies in the evidence presented for the above criteria.

Proof of economic and financial capacity may in particular be furnished by 1 or more of the following documents:

- a) appropriate statements from banks or where appropriate, evidence of relevant professional risk indemnity insurance;
- b) financial statements for at most the last 3 years for which accounts have been closed;
- c) a statement of overall turnover and turnover concerning the services covered by the contract during a period which may be no more than the last 3 financial years available.

The Commission may waive the obligation of a candidate or tenderer to submit the documentary evidence above if such evidence has already been submitted to it for the purpose of another procedure and it is still valid.

If, for some exceptional reasons which the Commission considers justified, the tenderer or candidate is unable to provide the references requested, he may prove his economic and financial capacity by any other means which the Commission considers appropriate.

If the economic and financial selection criteria are fulfilled by relying on a third party, the Commission may demand, if that tender wins the contract, that this party signs the contract (becomes a contractor) or, alternatively, provides a joint and several first-call guarantee. If the third party chooses to sign the contract it should prove that it is not in an exclusion situation and that it has access to the market.

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

List and brief description of conditions:

Profile and/or expertise required:

Senior expert 1 — team leader/main rapporteur (max. 50 days per year):

the team leader must have at least a master's degree and at least 10 years of professional experience in the areas of expertise outlined in points 3.1 and 3.3 of these terms of reference. He/she must have an in-depth knowledge of economic and business research, analysis and reporting with emphasis on developments in China;

the team leader will have the overall responsibility for: coordination and management of the team of experts in carrying out the assignment as described in these terms of reference; ensuring timelines, quality, consistency and appropriate content of reports and documents, and liaising with interlocutors in the European Commission, including presentation of the reports. Fluency in the English language is also required.

Senior expert 2 — senior analyst (max. 55 days per year):

the expert must have at least a master's degree and at least 10 years of professional experience in the areas of expertise outlined in points 3.1 and 3.3 of these terms of reference; he/she must have a proven track record as to in-depth knowledge of economic research, statistics, data processing, analysis and clear and concise reporting. Fluency in the English language is required.

Junior expert 1 — junior analyst (max. 45 days per year):

the expert must hold a bachelor's degree and must have at least 3 years' experience, preferably in the areas of expertise outlined in points 3.1 and 3.3 of these terms of reference. Fluency in the English language is a requirement.

Junior expert 2 — database specialist/Web expert (max. 15 days per year):

the database specialist/Web development expert should preferably have a bachelor's degree in information technology or another relevant subject. He/she must have at least 3 years of professional experience in standard database software as well as Web development software. Experience with European Commission Web structures would be preferable. He/she must have a good working knowledge of English.

The following information concerning the service provider's own position and the information and formalities necessary for an appraisal of the minimum economic, financial, professional and technical standards required, should be supplied, serving to prove the compliance with criteria in relation to technical and professional capacity:

a) details of educational and professional qualifications of the service provider and/or those of the firm's managerial staff and, in particular, those of the person or persons responsible for providing the service (detailed CVs to be included clearly indicating expertise in the items described above);

b) a list of the principal services provided in the past 3 years, with the sums, dates and recipients, public or private, and in particular of similar projects that were carried out under the applicant's direct responsibility.

Where the tenderer wishes to subcontract or otherwise rely on the capacities of other entities, it must in that case prove 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.

Where the successful tenderer is an individual, a partnership of individuals, or a sole trader, it will be expected to demonstrate that continuity of service can be guaranteed. The Commission will consider, inter alia, the risk to successful project completion that would be occasioned by the death or resignation of 1 or more of the individuals involved.

Only those proposals which meet all the selection criteria will be carried forward for assessment under the award criteria.

#### **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**

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### **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**

TRADE14/C1/C14.

#### **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**

19.11.2014 - 17:00

#### **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**

Any EU official language

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

Duration in months: 9 (from the date stated for receipt of tender)

#### **IV.3.8. Conditions for opening of tenders**

Date: 26.11.2014

Place:

Charlemagne building, rue de la Loi 170, Brussels, BELGIUM.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Requests to attend the public opening must be submitted by 12.11.2014 at the latest, exclusively by e-mail to the name of the contact point and address mentioned in I.1. The exact time and location will be communicated to those having sent an e-mail to show their interest in attending the opening session.

## 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

Tenderers can download the tender documents and any possible additional documents and information from DG Trade's Internet site for public procurement <http://ec.europa.eu/trade/trade-policy-and-you/calls-for-tender/>

The site will be updated regularly and it is the tenderer's responsibility to check for updates and modifications during the tendering period. The documents are also available via the e-tendering application by using the following link:

<https://etendering.ted.europa.eu/cft/cft-display.html?cftId=632>

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)

Telephone: +352 4303-1

Fax: +352 4303-2100

Internet address: [http://curia.europa.eu/jcms/jcms/Jo1\\_6308/](http://curia.europa.eu/jcms/jcms/Jo1_6308/)

#### Body responsible for mediation procedures

Official name: The European Ombudsman

Postal address: 1 avenue du Président Robert Schuman

Town: Strasbourg

Postal code: 67001

Country: France

E-mail: [euro-ombudsman@europarl.europa.eu](mailto:euro-ombudsman@europarl.europa.eu)

Telephone: +33 388172313

Fax: +33 338179062

Internet address: <http://www.ombudsman.europa.eu/home.faces>

#### VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Within 2 months of the notification of the plaintiff, or in absence thereof, on the day on which it came to the knowledge. A complaint made to the European Ombudsman will neither cause this period to be suspended nor a new period for lodging appeals to begin.

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

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

19.9.2014