

**Netherlands-The Hague: Business and management consultancy and related services**

OJ S 218/2013 09/11/2013

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: CBI

Postal address: Prinses Beatrixlaan 2

Town: The Hague

Postal code: 2595 AL

Country: Netherlands

For the attention of: Laurens Brussee

E-mail: [l.brussee@cbi.eu](mailto:l.brussee@cbi.eu)

Telephone: +31 8860

**Internet address(es):**General address of the contracting authority: [https://eu.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=116277&B=CTMSOLUTION](https://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=116277&B=CTMSOLUTION)**Additional information can be obtained from:**

Official name:

Country: Netherlands

Internet address: [https://eu.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=116277&B=CTMSOLUTION](https://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=116277&B=CTMSOLUTION)**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name:

Country: Netherlands

Internet address: [https://eu.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=116277&B=CTMSOLUTION](https://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=116277&B=CTMSOLUTION)**Tenders or requests to participate must be submitted:** Official name:

Country: Netherlands

Internet address: [https://eu.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=116277&B=CTMSOLUTION](https://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=116277&B=CTMSOLUTION)**I.2. Type of the contracting authority**

National or federal agency/office

**I.3. Main activity**

General public services

Other: Export development and export promotion from developing countries

**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**

international experts Food & Ingredients for export development and promotion, sector expertise and institutional development.

**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: Europe.

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 several operators

**Duration of the framework agreement**

Duration in years: 4

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

Through the CBI Export Development and Promotion Programmes, CBI works in selected potential export value chains, with the objective to create a sustainable and inclusive export increase. The programmes usually cover a period of several years in which we improve the export competitiveness of small and medium exporters in developing countries through tailored interventions at company and institutional level. The programmes are designed for specific market sectors and affect the full value chain of selected sectors. To optimally improve export promotion CBI integrates different services together under one programme (country and sector specific).

The integrated programmes are focussed on the key actors, influencers and supporters of the export value chain, which are exporters, importers, Business Support Organisations (BSOs) and governmental authorities.

CBI wishes to award Framework Agreements for the provision of experts regarding Food & Natural Ingredients in the following export development and export promotion fields:

- sector expertise;
- institutional development.

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

79400000 Business and management consultancy and 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**

See separate lots. Cost estimates are incl. DSA.

Estimated value excluding VAT: 3 675 000 EUR

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

Options: no

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

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

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: LOT 1C - Expert on organizational and institutional development: Export Development & Export Promotion – Vietnam and Philippines

### **1) Short description**

BSO organization development, mainly regarding the improvement of the strategic aspects of the organization and its service portfolio. For both the programme Food & Natural Ingredients and the programme Metalworking.

### **2) CPV code(s)**

79400000 Business and management consultancy and related services

### **3) Quantity or scope**

Estimated value excluding VAT: 370 000 EUR

### **4) Indication about different time frame or duration**

### **5) Additional information about lots**

Lot No: 2

Lot title: LOT 1A – Sector Expert Processed Fruits incl. Coconut derivatives

### **1) Short description**

The sector expert will contribute to the programme by supporting participating companies in their preparation for the Regional and European market and in their European market entry activities, through coaching, consultancy and training , sharing knowledge about export marketing and the European market, and facilitating relevant contacts with buyers on the European market.

### **2) CPV code(s)**

79400000 Business and management consultancy and related services

### **3) Quantity or scope**

Estimated value excluding VAT: 320 000 EUR

### **4) Indication about different time frame or duration**

### **5) Additional information about lots**

Lot No: 3

Lot title: LOT 1B – Sector Expert Value added coffee

### **1) Short description**

The sector expert will contribute to the programme by supporting participating companies in their preparation for the Regional and European market and in their European market entry activities, through coaching, consultancy and training , sharing knowledge about export

marketing and the European market, and facilitating relevant contacts with buyers on the European market.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 230 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 4

Lot title: LOT 1D – Expert on organizational and institutional development: Export Development & Export Promotion - Indonesia

**1) Short description**

BSO organization development, mainly regarding the improvement of the strategic aspects of the organization and its service portfolio. For the programmes Food & Natural Ingredients, Home Decoration and Metalworking.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 150 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 5

Lot title: LOT 1E – Sector Expert Honey (Vietnam)

**1) Short description**

Audits, export capacity building, EU market entry

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 80 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 6

Lot title: LOT 2A – Sector Expert Tea

**1) Short description**

The Sector Expert Tea will be asked to contribute to the sub-programme in East and Southern Africa with the objective to realise a sustainable increase of added value tea exports to EU and Regional Markets from directly and indirectly supported companies. The projects consist of (1) export auditing and action planning, (2) export capacity building, and (3) market entry.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 170 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 7

Lot title: LOT 2B – Sector Expert Oil seeds

**1) Short description**

The Sector Expert Oil seeds will be asked to contribute to the sub-programme in East and Southern Africa with the objective to realise a sustainable increase of added value oilseeds exports to EU (such as sesame and sunflower) and Regional Markets from directly and indirectly supported companies. The projects consist of (1) export auditing and action planning, (2) export capacity building, and (3) market entry.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 170 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 8

Lot title: LOT 2C – Expert on organizational and institutional development

**1) Short description**

The expert on organizational and institutional development will work in complex (sub-) programmes and projects in East and Southern Africa, in the agricultural sector, with the objective to develop capacity in a (network of) business support organization(s), as part of a value chain. At the end of the programme, the network of BSOs have defined their role vis-à-vis each other, their added value, and have developed new or adapted products and services for the private sector on export development and promotion to the EU and/or regional markets. Sustainability in the sense of developing capacity in such a way that the recipient BSOs will be able at the end of the (sub-) programme to continue the process of their development and the development of the value chain on their own, is an objective.

The expert on organizational and institutional development is also expected to play the role of sub-programme coordinator, i.e. to oversee the implementation of several projects that consist of more than one CBI module, and is involved in the implementation of one or more of those modules. He or she will also be held accountable for the alignment of the different projects in the sub-programme, as well as for fulfilling the project purpose and achieving the results as stated in the results chain.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 375 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 9

Lot title: LOT 2D – Sector Expert Specialty Coffees

**1) Short description**

The Sector Expert Specialty Coffee will be asked to contribute to the programme in East and Southern Africa with the objective to realise a sustainable increase of specialty coffee exports to EU (and Regional Markets within Africa) from directly and indirectly supported companies. The projects in East and Southern Africa consist of (1) export auditing and action planning, (2) export capacity building, and (3) market entry.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 170 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 10

Lot title: LOT 3A - Sector Expert Fresh Fruit & vegetables

**1) Short description**

The sector expert fresh fruit & vegetables will contribute to the objective of CBI's Central American agro-food programme to increase agro-food exports from Central American SMEs to the European market.

The sector expert will contribute to the programme by supporting participating companies in their preparation for the European market and in their European market entry activities, through coaching, consultancy and training, sharing knowledge about export marketing and the European fresh fruit & vegetables market, and facilitating relevant contacts with buyers on the European market.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 185 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 11

Lot title: LOT 3B - Sector Expert Processed Fruit & honey

**1) Short description**

The sector expert processed fruit & honey will contribute to the objective of CBI's Central American agro-food programme to increase agro-food exports from Central American SMEs to the European market.

The sector expert will contribute to the programme by supporting participating companies in their preparation for the European market and in their European market entry activities, through coaching, consultancy and training, sharing knowledge about export marketing and the European processed fruit & honey markets, and facilitating relevant contacts with buyers on the European market.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 95 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 12

Lot title: LOT 3C - Sector Expert Cocoa & Cocoa derivatives

**1) Short description**

The sector expert cocoa & cocoa derivatives will contribute to the objective of CBI's Central American agro-food programme to increase agro-food exports from Central American SMEs to the European market.

The sector expert will contribute to the programme by supporting participating companies in their preparation for the European market and in their European market entry activities, through coaching, consultancy and training, sharing knowledge about export marketing and the European cocoa & coca derivatives market, and facilitating relevant contacts with buyers on the European market.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 13

Lot title: LOT 3D - Sector Expert Edible nuts and processed food

**1) Short description**

The sector expert edible nuts & processed food will contribute to the objective of CBI's Central American agro-food programme to increase agro-food exports from Central American SMEs to the European market.

The sector expert will contribute to the programme by supporting participating companies in their preparation for the European market and in their European market entry activities, through coaching, consultancy and training, sharing knowledge about export marketing and the European edible nuts & processed food market, and facilitating relevant contacts with buyers on the European market.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 45 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 14

Lot title: LOT 3E – Sector Expert Specialty Coffees

**1)**

**Short description**

The Sector Expert Specialty Coffees will contribute to the objective of CBI's Central American agro-food programme to increase agro-food exports from Central American SMEs to the European market.

The sector experts will contribute to the programme by supporting participating companies in their preparation for the European market and in their European market entry activities, through coaching, consultancy and training , sharing knowledge about export marketing and the European specialty coffee market, and facilitating relevant contacts with buyers on the European market.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 120 000 EUR

**4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 15

Lot title: LOT 4A - Expert on capacity building (BSO) for Market Intelligence

**1) Short description**

Activities: BSO organization development, strategic support for market intelligence services, advise, support and coaching with regard to data collection, data analysis, compilation and dissemination of market intelligence.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 170 000 EUR

**4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 16

Lot title: LOT 4B - Expert on capacity building (BSO) for Export Development and Export Promotion

**1) Short description**

Activities: BSO organization development, mainly regarding the improvement of the strategic aspects of the organization and its service portfolio, including strategic support for market intelligence services, advise on the development of a sector export marketing plan and export promotion, and presiding strategic conferences.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 120 000 EUR

**4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 17

Lot title: LOT 4C - Expert on supply chain management and value chain development

**1) Short description**

Activities: BSO organization development, mainly regarding the improvement of the services of the organization with regard to supply chain management, training and coaching of local experts on supply chain management.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 125 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 18

Lot title: LOT 4D - Sector Expert Fresh Fruit & Veg. EU Markets (proj. Pineapple Ghana)

**1) Short description**

Activities: For this lot, there will be a strategic focus on the involvement of importers. A strong reputation and an extensive network within the EU (especially the Netherlands) are of key importance. Activities which will be carried out within this lot will contribute to building the export capacity of individual companies by: carrying out company audits and developing action plans, providing export coaching advice and motivating companies to improve their export capacities. Furthermore it also includes activities to guide and counsel companies in entering the EU market. As this project also includes a capacity building module with a Business Support Organisation, which falls outside of the scope of this lot, consultation and collaboration with other CBI experts will be essential.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 60 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 19

Lot title: LOT 4E - Sector Expert Fresh Fruit & Veg. EU Markets (proj. Mango Senegal + ECP)

**1) Short description**

Activities: This lot will include those activities for which sector expertise with regard to the European fresh fruit and vegetables import market is required. Activities which will be carried out within this lot will contribute to building the export capacity of individual companies by: carrying out company audits and developing action plans, providing export coaching advice and motivating companies to improve their export capacities. Furthermore it also includes activities to guide and counsel companies in entering the EU market. As this project also includes a capacity building module with a Business Support Organisation, which falls outside of the scope of this lot, consultation and collaboration with other CBI experts will be essential. Due to the specific nature of production of fresh fruit and vegetables in West Africa, experience in working with small farmers and outgrowers/smallholders will be preferential.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 290 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 20

Lot title: LOT 4F - Sector Expert Natural Ingredients: food ingredients

**1) Short description**

Activities: This lot will include those activities for which sector expertise with regard to the European Food Ingredients import market is required. Activities which will be carried out within this lot will contribute to building the export capacity of individual companies by: carrying out company audits and developing action plans, providing export coaching advice and motivating companies to improve their export capacities. Furthermore it also includes activities to guide and counsel companies in entering the EU market. As this project also includes a capacity building module with a Business Support Organisation, which falls outside of the scope of this lot, consultation and collaboration with other CBI experts will be essential. Due to the specific nature of the natural food ingredients sector in West Africa, experience in working with wild harvesting will be preferential.

**2) CPV code(s)**

79400000 Business and management consultancy and related services

**3) Quantity or scope**

Estimated value excluding VAT: 350 000 EUR

**4) Indication about different time frame or duration**

**5) Additional information about lots**

**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**

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

**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 Self Declaration (Form 5).

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

List and brief description of conditions: The Contracting Authority requires a declaration of willingness, issued by a person authorized in the candidate's own organization, confirming that in the eventuality of a contract the said person is willing to take out a legal liability insurance policy and to submit the policy as information to the Contracting Authority, should the Contracting Authority consider this desirable at that point. The sum insured shall be at least 100.000 EUR a year.

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

List and brief description of conditions:

See tender documents: each lot has its specific requirements.

Minimum level(s) of standards possibly required:

See tender documents: each lot has its specific requirements.

### **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**

Restricted

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

Objective criteria for choosing the limited number of candidates: See tender documents: selection criteria may vary per lot.

#### **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**

#### **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: 6.12.2013 - 14:00  
Payable documents: no

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

9.12.2013 - 14:00

**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**

English.

**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**

To receive more information about this tender, including any amendments and/or clarifications and to request any clarifications and/or to respond to this tender, you must register your interest to this tender on the following site: [https://eu.eu-supply.com/app/rfq/rw/entrance\\_s.asp?PID=116277&B=CTMSOLUTION](https://eu.eu-supply.com/app/rfq/rw/entrance_s.asp?PID=116277&B=CTMSOLUTION)

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Rechtbank Den Haag  
Postal address: Postbus 20302  
Town: The Hague  
Postal code: 2500 EH  
Country: Netherlands  
E-mail: [voorlichting.rb.den.haag@rechtspraak.nl](mailto:voorlichting.rb.den.haag@rechtspraak.nl)  
Internet address: <http://www.rechtspraak.nl/>

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Civil or arbitral interlocutory injunction proceedings against the award decision must be initiated within 20 calendar days of sending the notice of the award decision. In that case the award will be deferred pending the judgment in the proceedings. The judgment would then constitute the basis for further decisionmaking on the award. After this twenty day term the right for the tenderer to act against the legitimacy of this tender procedure and/or the awarding decisions will be expired.

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

Official name: Rechtbank Den Haag

Postal address: Postbus 20302

Town: The Hague

Postal code: 2500 EH

Country: Netherlands

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

7.11.2013