

DK-Copenhagen: framework service contract(s) for expert assistance on integrated environmental assessments (2 lots)

2009/S 137-199617

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S):

European Environment Agency, Kongens Nytorv 6, Attn: Jan-Erik Petersen, DK-1050 Copenhagen. Tel. +45 33367133. E-mail: Jan.erik.petersen@eea.europa.eu. Fax +45 33367128.

Internet address(es):

General address of the contracting authority: <http://www.eea.europa.eu>.

Address of the buyer profile: <http://www.eea.europa.eu/about-us/tenders>.

Further information can be obtained at: European Environment Agency, Kongens Nytorv 6, DK-1050 Copenhagen K. Tel. +45 33367100. E-mail: procurement@eea.europa.eu. Fax +45 33367274. URL: <http://www.eea.europa.eu/tenders>.

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s).

Tenders or requests to participate must be sent to: As in above-mentioned contact point(s).

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:

European institution/agency or international organisation.
Environment.

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:

Framework service contract(s) for expert assistance on integrated environmental assessments (2 lots).

II.1.2) Type of contract and location of works, place of delivery or of performance:

Services.

Service category: No 27.

Main place of performance: contractor's premises.

II.1.3) The notice involves:

The establishment of a framework agreement.

II.1.4) Information on framework agreement:

Duration of the framework agreement: Duration in months: 48.

Estimated total value of purchases for the entire duration of the framework agreement:

Estimated value excluding VAT: 4 000 000 EUR.

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

To support the development, dissemination and communication of EEA integrated environmental assessments at pan-European and regional scales.

- II.1.6) **Common procurement vocabulary (CPV):**
90700000.
- II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**
No.
- II.1.8) **Division into lots:**
Yes.
Tenders should be submitted for: one or more lots.
- II.1.9) **Variants will be accepted:**
No.
- II.2) **QUANTITY OR SCOPE OF THE CONTRACT**
- II.2.1) **Total quantity or scope:**
Estimated value excluding VAT: 4 000 000 EUR.
- II.2.2) **Options:**
No.
- 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

TITLE: Integrated assessment/SOE and Ecosystem assessment

- 1) **SHORT DESCRIPTION:**
Integrated assessment (mainly within the framework of state of environment (SOE) reporting) and Ecosystem assessment.
- 2) **COMMON PROCUREMENT VOCABULARY (CPV):**
90700000.
- 3) **QUANTITY OR SCOPE:**
Estimated cost excluding VAT: 2 000 000 EUR.
- 4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**
- 5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 2

TITLE: Pan-European reporting processes

- 1) **SHORT DESCRIPTION:**
Work to be done within the reporting processes at regional and pan-European level.
- 2) **COMMON PROCUREMENT VOCABULARY (CPV):**
90700000.
- 3) **QUANTITY OR SCOPE:**
Estimated cost excluding VAT: 2 000 000 EUR.
- 4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**
- 5) **ADDITIONAL INFORMATION ABOUT LOTS:**

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

III.1.1) **Deposits and guarantees required:**

As stated in the contract.

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**

As stated in the contract.

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

Tenders may be submitted by consortia of economic operators. If a consortium is awarded a contract, it may be required to adopt a legal form by incorporation or partnership enabling it to contract as a single entity if such change is necessary for the proper performance of the contract. Consortia must identify 1 of their members as coordinator who will interface with the Agency. Each consortium member must fulfil the conditions for participation mentioned in section III.2.

III.1.4) **Other particular conditions to which the performance of the contract is subject:**

No.

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:**

Information and formalities necessary for evaluating if requirements are met: Exclusion criteria: — to be eligible for participation in this contract award procedure, tenderers must not be in any of the exclusion situations referred to in Articles 93 and 94 of Council Regulation (EC, Euratom) No 1605/2002 of 25.6.2002, OJ L 248 of 16.9.2002 as last modified by (EC, Euratom) No 1995/2006 of 13.12.2006, OJ L 390/1 of 30.12.2006. To that effect tenderers are required to submit a declaration of honour (see Annex 1 to the tender specifications) in accordance with Article 134 of Commission Regulation (EC, Euratom) No 2342/2002 of 23.12.2002, OJ L 357/1 as last modified by (EC, Euratom) No 478/2007 of 23.04.2007, OJ L 111/13.

Under the same provision, the tenderer to whom the contract is to be awarded will be required to produce evidence confirming the prior declaration unless this obligation is waived by the contracting authority.

Legal capacity: — tenderers are requested to prove that they are authorised to perform the contract under national law, as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation, or entry in the VAT register. Tenderers shall provide an identification sheet (Annex 2 to the tender specifications) duly filled out and signed, a copy of inscription in a trade register, where applicable, and a copy of inscription in VAT registers.

III.2.2) **Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met: Proof of economic and financial capacity may be furnished by (one or more of) the following documents:

- (a) appropriate statements from banks or evidence of professional risk indemnity insurance;
- (b) the presentation of balance sheets or extracts from balance sheets for at least the last 2 years for which accounts have been closed, where publication of the balance sheet is required under the company law of the country in which the economic operator is established;
- (c) a statement of overall turnover and turnover concerning the works, supplies or services covered by the contract during a period which may be no more than the last 3 financial years.

If, for some exceptional reason, which the contracting authority considers justified, the tenderer or candidate is unable to provide the references requested by the contracting authority, they may prove their economic and financial capacity by any other means which the contracting authority considers appropriate.

An economic operator may, where appropriate and for a particular contract, 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.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met:

Evidence of technical and professional capacity shall be furnished on the basis of the following documents:

1. CVs of the educational and professional qualifications of the team responsible for providing the services indicating the required minimum professional experience per required fields of experience and lot as follows; the collective experience of the team must be inter-disciplinary and cover all fields of experience required under the lot concerned.

Fields of experience required for both lots:

- environmental analysis (including climate change) and ecosystem assessment at global and regional level,
- environmental (including climate change) policies and the environmental media involved (e.g. air, water, soils, etc),
- socio-economic drivers of environmental change and relevant sector policies,
- analysis of Europe's environment in the global context, particularly footprints from consumption and production patterns and trade in goods and services,
- international data flows and their use in environmental assessments, as well as relevant EU initiatives such as SEIS and Inspire,
- assessment instruments (indicators, scorecards, forward-looking analysis, scenario development, integrated modelling),
- managing large projects and SOE assessment processes involving relevant countries as well as other actors at different geographical levels,
- writing and communicating technical information to non-technical audiences (including writing for the web and using web-based instruments), and
- policy-effectiveness assessment, including knowledge of evaluation methodologies and frameworks.

Additional fields of experience required for Lot 2:

- assessment activities and SOE reporting experience at pan-European and regional levels (e.g., eastern Europe; Mediterranean region; central Asia), and
- good knowledge of Arabic, French and Russian as well as of administrative and communication cultures in the regions covered.

Number of CVs and experience required per lot:

- a. Project leader/senior consultant (2 CVs documenting a minimum of 3 years of relevant project management experience in any of the above fields + 5 years as senior consultant in one or more of the above fields);
- b. Senior consultants (minimum 5 CVs documenting minimum 5 years experience each in 1 or more of the above fields);
- c. Junior consultants (minimum 5 CVs documenting minimum 2 years experience each in 1 or more of the above fields).

2. A list of principal services provided in relevant or related areas during the past 3 years, with sums, dates and recipients, public or private.

3. A description of the measures employed to ensure the quality of services.

4. An indication of the proportion of the contract which the tenderer may intend to subcontract.

5. A description of the tenderer's environmental policy.

III.2.4) Reserved contracts:

No.

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) **Execution of the service is reserved to a particular profession:**

No.

III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:**

No.

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure:**

Open.

IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate:**

IV.1.3) **Reduction of the number of operators during the negotiation or dialogue:**

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria:**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) **An electronic auction will be used:**

No.

IV.3) **ADMINISTRATIVE INFORMATION**

IV.3.1) **File reference number attributed by the contracting authority:**

EEA/IEA/09/003.

IV.3.2) **Previous publication(s) concerning the same contract:**

Prior information notice

Notice number in OJ: [2009/S 71-102299](#) of 11.4.2009.

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:**

15.9.2009 - 16:00.

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates:**

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up:**

Spanish. Danish. German. Greek. English. French. Italian. Dutch. Portuguese. Finnish. Swedish. Czech. Estonian. Hungarian. Lithuanian. Latvian. Maltese. Polish. Slovak. Slovenian. Irish. Bulgarian. Romanian. Other: IS, NO and TR.

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

Duration in month(s): 6 (from the date stated for receipt of tender).

IV.3.8) **Conditions for opening tenders:**

Date: 22.9.2009 - 11:00.

Place: EEA premises.

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

Representatives of tenderers (one per tenderer) are allowed to participate in the opening session. They are requested to inform in advance Jan-Erik Petersen by e-mail: jan.erik.petersen@eea.europa.eu or by fax +45 33367128.

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT:**

No.

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:**

No.

VI.3) **ADDITIONAL INFORMATION:**

All tender documents and any additional documents and information can be downloaded from EEA's external website at the following address: <http://www.eea.europa.eu/about-us/tenders>.

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures:**

Court of First Instance of the European Communities, boulevard Konrad Adenauer, L-2925 Luxembourg. E-mail: CFI.Registry@curia.europa.eu. Tel. +352 4303-1. URL: <http://curia.europa.eu>. Fax +352 433766.

VI.4.2) **Lodging of appeals:**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff (date of receipt), or, in the absence thereof, the day on which the person concerned had knowledge of the relevant information an appeal can be lodged with the Court of First Instance of the European Communities; a complaint to the European Ombudsman has no impact on the above deadline for lodging an appeal.

VI.4.3) **Service from which information about the lodging of appeals may be obtained:**

Court of First Instance of the European Communities, boulevard Konrad Adenauer, L-2925 Luxembourg. E-mail: CFI.Registry@curia.europa.eu. Tel. +352 4303-1. URL: <http://curia.europa.eu>. Fax +352 433766.

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

9.7.2009.