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**Belgium-Brussels: EU-GCC trade and business cooperation facility  
2013/S 249-433933**

**Contract notice**

**Services**

Directive 2004/18/EC

**Section I: Contracting authority**

**I.1) Name, addresses and contact point(s)**

European Commission  
rue de la Loi 242  
Contact point(s): Service for Foreign Policy Instruments (FPI.4)  
For the attention of: Oliver Nette  
1049 Brussels  
BELGIUM  
E-mail: [fpi-4-grants-tenders@ec.europa.eu](mailto:fpi-4-grants-tenders@ec.europa.eu)

**Internet address(es):**

General address of the contracting authority: <http://ec.europa.eu/dgs/fpi/>  
Electronic access to information: [http://ec.europa.eu/dgs/fpi/announcements/tenders\\_en.htm](http://ec.europa.eu/dgs/fpi/announcements/tenders_en.htm)

**Further information can be obtained from:** The above mentioned contact point(s)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:** The above mentioned contact point(s)

**Tenders or requests to participate must be sent to:** The above mentioned contact point(s)

**I.2) Type of the contracting authority**

European institution/agency or international organisation

**I.3) Main activity**

Other: EU external relations.

**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:**

EU-GCC trade and business cooperation facility.

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

Services

Service category No 27: Other services

Main site or location of works, place of delivery or of performance: European Union and the Gulf region (Bahrain, Kuwait, Oman, Qatar, Saudi Arabia, United Arab Emirates).

NUTS code

**II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)**

The notice involves a public contract

II.1.4) **Information on framework agreement**

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

Setting up a facility in order to strengthen EU–GCC sustainable trade, investment and business cooperation through mutual understanding and dialogue.

II.1.6) **Common procurement vocabulary (CPV)**

79410000

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

The contract is covered by the Government Procurement Agreement (GPA): yes

II.1.8) **Lots**

This contract is divided into lots: no

II.1.9) **Information about variants**

Variants will be accepted: no

II.2) **Quantity or scope of the contract**

II.2.1) **Total quantity or scope:**

Estimated value excluding VAT: 2 400 000 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: 40 (from the award of the contract)

**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 model service contract published with the call for tender.

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

As stated in the model service contract published with the call for tender.

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

Proposals may be submitted by a single service provider (single applicant) or by a consortium of service providers in which case 1 service provider should be appointed (lead applicant) and will be the only signatory of the contract with the EU.

In the case of a proposal submitted by a single applicant, the organisation must be a national of one of the GCC Member States.

In the case of a proposal submitted by a consortium (organisations based in the EU or GCC Member States only), the lead applicant may be established in the EU as long as at least 1 key partner organisation national of one of the GCC Member States is identified and engaged.

III.1.4) **Other particular conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: The applicant/consortium has the possibility to subcontract part of its activities to external service providers. This subcontracting should be documented in the tender and the applicant/consortium should describe the tasks, activities and amounts that it plans to subcontract.

**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 the requirements are met: Evidence of the candidate's legal position:

- the legal status of the company, including information on country affiliation,
- the name and title of the person who is legally authorised to sign,
- a statement on the VAT status, including the VAT number,
- complete banking reference (account number and bank name; full address of the local branch; international bank code, SWIFT or IBAN code).

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

Information and formalities necessary for evaluating if the requirements are met: Proof of the candidate's economic and financial capacity to perform the tasks involved in these contracts:

- a full set of financial statements, including at least a balance sheet and profit and loss account for the last 3 financial (or fiscal) years or the annual budget (income and expenditure) of the last 3 years in the case of semi-public or non-profit organisations, where the tenderer is required by law to produce such statements.

It should be noted that where the relevant company law requires these financial statements to be audited, the auditor's statement should be included, and where the candidate tenderer is not required to produce full financial statements, other internal reports of management accounts establishing financial capacity should be submitted,

- a copy of enrolment in the trade or professional register (if not available, explain why), specifying the legal status of the tenderer's company,
- a certified statement of earnings over the last 3 financial (or fiscal) years,
- a banker's statement on the solvency of the tenderer's company and/or evidence of professional risk indemnity insurance,
- a statement indicating the proportion of the contract which the service provider may want to subcontract.

**III.2.3) Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:

To prove the tenderer's technical expertise and professional experience in the area of the service required and which are relevant (both in type and in volume) to the contract, the tenderer will submit detailed information with the offer as required hereafter:

- a substantiated declaration that the tenderer is a well-established organisation which, through delegated representatives in the GCC, has general access to EU companies operating in the GCC, to the local business organisations as well as to other relevant economic actors/operators,
- a declaration that elaborates on the tenderer's capacities to develop operational methodologies and procedures for the implementation of complex programmes such as this project,
- a list of projects in related fields for the past 3 years demonstrating the tenderer's capacity, knowledge of regulatory aspects focusing on EU companies as related to the programme,
- the educational and professional qualifications of the tenderer's staff who will carry out the work,
- a declaration that the tenderer has the conceptual and administrative ability to manage complex tasks,
- a declaration that the tenderer has experience in accounting, budget and finance rules and in project management.

**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) Staff responsible for the execution of the service**

Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service: yes

**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 below

1. Value for money. Weighting 20
2. Coherence, design and relevance of the proposal in relation to the objectives and expected outcomes of the call for tenders. Weighting 24
3. Sustainability of the activities. Weighting 12
4. Financial and operational capacity. Weighting 20
5. Cost-effectiveness. Weighting 12
6. Projection and outreach. Weighting 12

**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:**

FPI4/2013/EU-GCC\_TBCF.

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

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: 15.3.2014 - 12:00

Payable documents: no

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

1.4.2014 - 12:00

**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**

English.

**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: 16.4.2014 - 10:00

Place:

EEAS Building, rond point Schuman 9A, 1040 Brussels, BELGIUM.

Persons authorised to be present at the opening of tenders: yes  
Additional information about authorised persons and opening procedure: Maximum 1 person per offer: participation must be communicated by mail (see point I.1) by 11.4.2014 at the latest. This should include the company name, tender reference and the name of the person who will attend.

**Section VI: Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: no

**VI.2) Information about European Union funds**

The contract is related to a project and/or programme financed by European Union funds: yes  
Reference to project(s) and/or programme(s): The Industrialised Countries Instrument promotes cooperation with 17 industrialised and other high-income countries and territories in North America, Asia-Pacific and in the Gulf region. Based on Article 212 of the Treaty on the Functioning of the EU, it contributes to fostering the EU's relations with countries and territories which often share similar values and are major political and trading partners, have a prominent role in multilateral forums and in global governance. The actions provided for under the aegis of the ICI will support strategic objectives of the Union's external action in relation to industrialised countries: intensifying political cooperation, advancing the EU's economic interests, and enhancing global networking and awareness of the EU.

**VI.3) Additional information**

In accordance with the Financial Regulation (Regulation (EU, Euratom) No 966/2012) of 25.10.2012 and the Commission delegated Regulation (EU) No 1268/2012 of 29.10.2012 the Commission reserves the right to use the negotiated procedure in cases foreseen in Articles 104 of Regulation 966/2012 and 134.1(a), (f).

**VI.4) Procedures for appeal**

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

General Court of the European Union  
rue du Fort Niedergrünwald  
2925 Luxembourg  
LUXEMBOURG  
E-mail: [generalcourt.registry@curia.europa.eu](mailto:generalcourt.registry@curia.europa.eu)  
Internet address: <http://curia.europa.eu>

**VI.4.2) Lodging of appeals**

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

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

13.12.2013