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Romania-Republic of Moldova
ENI-CROSS BORDER COOPERATION

SERVICE CONTRACT NOTICE

Assistance in the project implementation

Iași, Romania

1. Reference

01 - 2SOFT 4.2.85

2. Procedure

Single tender

3. Programme title

Joint Operational Programme Romania-Republic of Moldova 2014-2020, ENI Cross-Border Cooperation programme for the years 2014-2020

4. Financing

Budget for the Action: Budget line no. 5, subline 5.5.1 External expertise – Lead Beneficiary

5. Contracting authority

Good Man Association, Iași, Gradinari Street, no.7, bl.A8 – 12, sc. B legally represented by BURLACU Mihaela, President.

CONTRACT SPECIFICATION

6. Nature of contract

Global price

7. Contract description

The Contractor will realize the assistance in the project implementation proposed in technical and financial proposal and in accordance with the obligations assumed in this contract According to the specifications is provided:

Assistance in the project implementation

8. Number and titles of lots

One lot only

9. Maximum budget

EUR 20 000

CONDITIONS OF PARTICIPATION

10. Eligibility



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Participation is open to all natural persons who are nationals of and legal persons [participating either individually or in a grouping (consortium) of tenderers] which are effectively established in a Member State of the European Union or in an eligible country or territory as defined under the Regulation (EU) No 236/2014 establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable instrument under which the contract is financed (see also heading 23 below). Participation is also open to international organisations.

Please be aware that after the United Kingdom's withdrawal from the EU, the rules of access to EU procurement procedures of economic operators established in third countries will apply to candidates or tenderers from the United Kingdom depending on the outcome of negotiations. In case such access is not provided by legal provisions in force at the time of contract award, candidates or tenderers from the United Kingdom could be rejected from the procurement procedure.]

11. Number of tenders

No more than one tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

12. Grounds for exclusion

As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.6.10.1. of the practical guide.

Tenderer included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

13. Sub-contracting

Subcontracting is allowed.

PROVISIONAL TIMETABLE

14. Provisional commencement date of the contract

15.09.2020

15. Implementation period of the tasks

15.09.2020 – 04.02.2022

SELECTION AND AWARD CRITERIA

16. Selection criteria

The tenderer must have sufficient financial, economic, technical and professional capacity to implement the tasks of the contract.



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The following selection criteria will be applied to the tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole. If not specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

1) Economic and financial capacity of the tenderer (based on item 3 of the tender form). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three financial years for which accounts have been closed.

- the average turnover for last 3 years is equal or greater than the value of this procurement procedure;
- the financial situation of the tenderer should not be in deficit, taken into accounts debts, at the beginning and end of year

2) Professional capacity of the tenderer (based on items 4 of the tender form).

The reference period which will be taken into account will be the last three years preceding the submission deadline.

- has an authorized NACE code in the field of the object of the contract;
- at least 2 experts currently work for the tenderer in fields related to this contract;

3) Technical capacity of tenderer (based on items 5 and 6 of the tender form). The reference period which will be taken into account will be the last three years preceding the submission deadline.

- the tenderer has provided services under at least 1 contract for project implementation assistance/project management implemented/ongoing at any moment during the following period: 2017-2020.

Previous experience which would have led to breach of contract and termination by a contracting authority shall not be used as reference. This is also applicable concerning the previous experience of experts required under a fee-based service contract.

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 the performance of the contract by producing a commitment by those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility - notably that of nationality - and must comply with the selection criteria for which the economic operator relies on them. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be provided when requested by the contracting authority. With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the services for which these capacities are required. With regard to economic and financial criteria the entities upon whose capacity the tenderer relies become jointly and severally liable for the performance of the contract.

17. Award criteria

Best price-quality ratio.



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For the winners, the following criteria will be considered:

Criteria	Maximum score
Technical Offer:	130 points
<ul style="list-style-type: none"> Number of similar contracts (the assistance in the project implementation) in the last 3 years. <p><i>Note:</i></p> <ul style="list-style-type: none"> The score will be based on an objective choice, regarding the following formulas of calculations presented below Calculate the score for a similar number of contracts: <ol style="list-style-type: none"> The bidder with the highest number of similar contracts will receive 30 p. <p>For bids other than a) the score will be awarded according to the formula: Offer point "n" = the bid with the highest number of contracts x 30 p. / Number of contracts of the bidder "n"</p> 	30 points
<ul style="list-style-type: none"> Organization and Methodology: 	100 points
<ul style="list-style-type: none"> Rationale <i>Did the offer explain why the methodology was selected and how will it ensure a successful outcome to the action? Does the proposal clearly explain, understand and respond to the objectives of the project as stated in the Terms of References?</i> 	30 points
<ul style="list-style-type: none"> Strategy <i>Will the proposed methodology lead to achieve the scope of the actions as stated in the Terms of References?</i> 	50 points
<ul style="list-style-type: none"> Proposed timetable of activities for implementation <i>Does the work plan allow for both effective implementation and use the time allotted efficiently?</i> 	20 points
<p>Financial Offer</p> <p><i>Note: Calculation of the score for the financial proposal:</i></p> <ol style="list-style-type: none"> The lowest bid will receive the maximum score = 20 p <p>For bids other than a) the score will be calculated according to the formula: Offer rating "n" = lowest bid price x 20 p. / Bid price "n".</p>	20 points

TENDERING

18. Deadline for submission of tenders

The deadline for submission of tenders is specified in point 8 of the instruction to tenderers.

19. Tender format and details to be provided



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Tenders must be submitted using the standard tender form for Single Tender Procedures, the format and instructions of which must be strictly observed. The tender form is available from the following internet address: <http://ec.europa.eu/europeaid/frag/annexes.do?group=B> , under the zip file called Simplified Tender dossier.

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

<http://ec.europa.eu/europeaid/frag/annexes.do?chapterTitleCode=A>

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

20. How tenders may be submitted

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 8 of the instructions to tenderers.

Tenders submitted by any other means will not be considered.

By submitting a tender tenderers accept to receive notification of the outcome of the procedure by electronic means.

21. Alteration or withdrawal of tenders

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 9 of the instructions to tenderers. The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.

22. Operational language

All written communications for this tender procedure and contract must be in English.

23. Legal basis

Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action and ENI - See Annex A2 of the practical guide.]

24. Additional information

Financial data to be provided by the candidate in the standard application form must be expressed in EUR. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR shall be made in accordance with the InforEuro exchange rate of September 2020, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.

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