

## TECHNICAL SPECIFICATION

17.06. - 2004

### **Outline for Pan-European Assessments of the Marine Environment based on the concept of Large Marine Ecosystems**

Open call for tender: EEA/EAS/04/006

Project manager: Beate Werner

#### **1 Introduction**

Under the EU Marine Strategy the Working Group on European Marine Monitoring and Assessment (EMMA) aims to evaluate possibilities of EU-wide assessments of the marine environment. Future assessments on a pan-European level should focus on the priority issues, which are common to all European seas like global influences, transboundary problems, linked with common EU-policies and/or ubiquitous problems like eutrophication. All assessments should be based on the “ecosystem approach to management of human activities in the marine environment” (following the Working Group on Ecosystem approach to management of human activities (EAM) under the EU-Marine Strategy). The concept of Large Marine Ecosystems (LMEs), including the DPSIR approach, could give conceptual and organisational guidance for this kind of pan European assessments on the marine environment. In support of the European process the study shall review how the concept of LME can contribute to the preparation of European wide ecosystem based assessments.

#### **2 Policy background**

Integrated assessments of the marine environment are needed in order to support policy analysis and developments and to identify further policy needs of the European seas. Until now assessments have been focused rather on single regions or certain issues. Scientifically sound and detailed assessments have been performed in the framework of the regional seas conventions. Some European wide assessments have been done by EEA with an issue-by-issue oriented indicator approach.

However, integrated assessments taking into account environmental status as well as socio-economic aspects on EU-wide scale are not well developed by now. But only this kind of sectoral integration would give the possibility to draw out certain policy recommendations.

European and pan-European assessments including the catchment area of all European seas need to be based on regional knowledge and activities.

The Marine Strategy can only be developed and implemented in an effective way if there is a mutual exchange between assessments on regional, EU and Pan European global level.

The working Group EMMA agreed on a set of priority issues for which European assessments might be necessary. This is eutrophication, climate change, unsustainable

fisheries, Shipping and stationary construction causing discharges or disturbance of habitats, Hazardous substances including radioactive substances and degradation of biodiversity and habitats. Between these issues the first priority issues will be chosen.

At European Union and pan-European levels, thematic assessments should focus on issues, which affect more than one regional sea. These are likely to cover in particular:

- Land-based sources which transboundary and can affect the catchments of more than one regional sea (that is, in particular, air-borne sources of pollution and diffuse sources of land-based pollution that can only be controlled within the European Union by controls on marketing and use);
- Global issues where it will be desirable for the European Union (if not Europe as a whole) to try to come to a common view for international negotiations. This is particularly true for climate-change issues, fisheries and may also apply to some shipping issues;

The development of the permanent process for a Global Marine Assessment, under the United Nations, will be an important influence on the development of processes under the European Marine Strategy, since regional inputs to that UN process will clearly be needed. Inputs needed for other UN processes, especially those of the UN Environment Programme, should also be taken into account

## **2.1 Use of the LME approach**

The LME approach is applied on a global level to several quite different marine areas. It is a modular approach consisting of five parts describing for each sea the main elements of 1) Productivity, 2) Fish and fisheries 3) Pollution and ecosystem health, 4) Socio-economy and 5) Governance.

For the European seas LME assessments have already been published e.g. for the North-east Atlantic. Assessments are under way for the Baltic Sea.

In the Baltic Sea the approach is used for structuring the work of the UNEP GEF Baltic Sea Regional Project (BSRP) in a way, that the integration between sectoral policies and the state of the environment described in an ecosystem approach are reflected in the programme. In this sense building up on the Large Marine Ecosystem (LME) concept basically means that since pollution and marine life do not respect state boundaries, management should also be at a higher regional level. The Baltic Sea is a Large Marine Ecosystem, which is defined as a region of marine coastal space characterized by distinct, but similar bathymetry, hydrography, productivity, and trophic linkages.

## **3 Objectives of the study**

The purpose of the study is to evaluate how future pan European and EU-wide marine assessments could be outlined taken into account the relationship between regional and pan-European assessments as mentioned above and the contribution the LME concept could give to that. This includes:

- An evaluation of the conceptual contribution the LME-concept could make to future pan European marine assessments as intended in the framework of the Marine Strategy.
- Support to the outline and planning of such assessments.

The overall task of the successful tenderer is to provide by end 2004 a report on the outline and planning of future pan European marine assessments based on the LME-approach.

#### **4 Tasks**

The tenderer will provide in his offer a proposal for a work plan for each of the following tasks:

1. Review of existing assessments based on the LME concept in the area of the Europe's seas (see e.g. <http://www.ices.dk/projects/balticsea.asp>) The study should also review experiences of international bodies world wide in setting up ecological quality objectives for large marine areas and their application for future management. The work has to take into account the interim results of the Ecosystem Approach WG (EAM) under the Strategy expected in May 2004.
2. Evaluating to what extent the concept of the ecosystem approach developed i.e. under the Marine Strategy (EAM) is equivalent to assessments based on the LME concept. This could e.g. focus on the impacts arising from sectoral policies and the respective human activities affecting the marine environment.
3. Proposal for an outline for pan European marine assessments for the most important environmental issues, mentioned under 2). A review of assessments available at the regional level including necessary tools and available data is available from the work of the WG EMMA. This has to be used and in cooperation with EEA (as member in the EMMA ad hoc group on pan-European assessments) further developed towards a planning of the future assessments
4. Identification of possible strengths and weaknesses of assessments based on the LME-approach when used for pan-European assessments to be developed in the context of the Marine Strategy (under the WG EMMA)
5. Recommendations for a framework for future pan-European assessments. This should include organisational and structural needs for doing the assessments, take into account the latest achievements under the Marine Strategy as well as the structural framework, which could be derived from the LME approach (see UNEP GEF Baltic Sea Regional Project (BSRP))

#### **5 Geographic coverage**

The study has to cover the major European seas and their catchments, North East Atlantic with North Sea, Arctic, Baltic Mediterranean and Black Sea.

#### **6 Time schedule and organisation of work**

The work should begin within two weeks of signing the contract and be executed in discussion with the respective EEA Project Manager over a period of five months. A

detailed work plan must be elaborated at the start of the project and submitted at least one week before the start-up meeting for approval by the EEA Project Manager.

There are no special requirements regarding the location of work. It is envisaged that up to 4 meetings with the EEA Project Manager or visits to the EEA will be necessary:

## **7 Deliverables**

The tenderer should submit the following deliverables:

Detailed work plan for the project, one week before the start-up meeting (three hard copies and one WORD file);

- An interim report on task 1) and 2) and a first draft on task 3)
- A draft final report on the outcome of tasks 3) and 4) and 5).
- Final report on the results to all tasks

## **8 Payment**

- 30 % within 45 days of signing of the contract;
- 40 % within 45 days of acceptance of deliverables 1), 2), 3) and 4);
- The balance within 45 days of acceptance of deliverables 5) and 6).

## **9 Contract**

In drawing up the bid, the tenderer should bear in mind the provisions of the **standard contract** attached to this invitation to tender (Annex I)

This contract can be extended according to the original conditions. Such an extension has to be applied for at least one month before expiry of the original contract.

## **10 Submission of tenders**

a) The tender must include:

- All the information and documents required by the authorising department for the appraisal of tender, on the basis of the selection and award criteria in Section 1.11;
- The filled-out identification sheet (Annex III to this technical specification)
- The price in accordance with Section 1.10.

b) Postal address: the European Environment Agency, Kongens Nytorv 6, DK-1050 Copenhagen K, Denmark, for the attention of Ms Beate Werner and marked "Reply to open call for tender EEA/EAS/2004/006".

c) Languages in which they must be drawn up: 1 of 13 official languages of the European Environment Agency (the 11 official European Community languages plus Norwegian or Icelandic).

d) Deadline for submission: 52 days from dispatch of this notice.

e) Other requirements: Tenders must be submitted in three copies and placed inside two sealed envelopes. The inner envelope, addressed to the person indicated above, should be marked: “Invitation to open call for tender EEA/EAS/03/004 Not to be opened by the internal mail department”. If self-adhesive envelopes are used, they must be sealed with tape and the sender must sign across the tape.

## 11 Prices

Prices must be fixed amounts in EURO. Apart from a total offer for the services, rates per day should be given. In addition the tenderer is requested to detail the expected part of the budget allocated to each task.

Travel and subsistence expenses likely to be incurred in the course of execution of the contract are not covered by daily rates. Estimated travel and subsistence expenses must thus be indicated separately. (Travel and subsistence expenses will not be taken into account when deciding whom to award the contract to.)

Travel and subsistence expenses shall be reimbursed in accordance with the rules and conditions relating to the payment of missions expenses in force at the Agency (see Annex IV).

The estimate of costs should be based on Annexes I, II and IV of these specifications and include any travel required to meet representatives of the Agency. In any event it should include the maximum amount of travel and subsistence expenses payable for the services provided.

Tenders from **consortiums** of firms or groups of service providers, contractors or suppliers must specify the role, qualifications and experience of each member of each group.

## 12 Selection of contractors and award of contracts

The selection of contractors and the award of contracts will be based on the following steps:

1. A check whether certain contractors should be excluded based on **grounds for exclusion**;
2. A check on contractors' financial and economic standing and technical and professional competence based on **selection** criteria;
3. A comparison of tenders on the basis of the **award** criteria

### 12.1 Grounds for exclusion

Irrespective of the award procedure used, any contractor may be excluded from participating in a contract if:

- They are bankrupt, being wound up or has suspended business activities, his affairs are being administered by the court, he has entered into an arrangement with creditors or similar measures or is the subject of any proceedings of that nature;

- They have been convicted of an offence concerning his professional conduct by a judgement which is not open to appeal;
- They have been guilty of grave professional misconduct;
- They have not fulfilled obligations relating to the payment of social security contributions or taxes;
- They are guilty of serious misrepresentation in supplying the information required by the authorising department.

Potential contractors must certify that they are not in one of the situations listed above by signing and including the attached Declaration on Exclusion Criteria (Annex VI).

## **12.2 Selection criteria**

The selection criteria for contractors is based on financial and economic standing and technical and professional competence.

### **12.2.1 Financial and economic standing**

Evidence of financial and economic standing may be furnished by one or more of the following references:

- statements from bankers
- balance sheets or extracts from balance sheets
- a statement of overall turnover and turnover relating to the relevant supplies, works or services.

### **12.2.2 Technical and professional competence**

Evidence of technical and professional competence must be furnished by the following references:

- The educational and professional qualifications of the proposed consultants
- A list of relevant contracts provided in the last three years
- A statement of the service provider's average annual manpower and the number of managerial staff for the last three years
- A description of the service measures for ensuring quality
- An indication of the proportion of the contract, which the service provider may intend to sub-contract.

## **12.3 Award criteria**

The contract will be awarded to the most advantageous offer taking into account:

- **Expertise** - the consultants' knowledge of large scale assessments of the marine environment in general and especially with respect to the LME concept as evident from their previous projects and publications/reports;

- **Methodology** - the degree to which the methodology and detail of the consultants' work plan shows the capacity to provide the required deliverables;
- **Project management** – based on the quality of the team organisation and project management procedures, which should be clearly outlined in the tender;
- **Understanding** – the degree to which tenderers have taken into consideration all the aspects of the tasks required by the contract, such as they appear above, as well as the contents of the deliverables; and
- **Value for money** – total price and number of working days offered in comparison to overall project output.

#### **12.4 Points system**

A points system is used to choose the best tender. The distribution of maximum points to each criterion is as follows:

- 30 points to 'Expertise'
- 30 points to 'Methodology'
- 15 points to 'Project Management'
- 10 points to 'Understanding'
- 15 points to 'Value for money'

## **ANNEXES**

Annex A: Final report on the 2. EMMA meeting

Annex I: Model for standard study contract

Annex II: General terms and conditions applicable to contracts awarded by the EEA

Annex III: Identification sheet

Annex IV: Reimbursement of travel expenses

Annex V: VAT and excise duty exemption form

Annex VI: Declaration on Exclusion Criteria