

DK-Copenhagen: call for expressions of interest to support the preparation of forward-looking assessments
2008/S 122-162643

No EEA/BSS/08/010

Notice to be published in the Official Journal, S series

1. **Contracting authority:**
European Environment Agency, Kongens Nytorv 6, DK-1050 Copenhagen K. Tel. (45) 33 36 71 00. Fax (45) 33 36 71 99. E-mail: procurement@eea.europa.eu.
2. **Type:**
Notice of a call for expressions of interest (CEI) in: 'Support to the preparation of forward-looking assessments' with the following objectives:
(a) support to the development and analysis of forward-looking assessments, in particular scenarios building processes, including undertaking interviews and other research methods relevant for the exercise;
(b) quantitative analyses of alternative scenarios and their driving forces as well as modelling of selected indicators;
(c) support to the discussion and dissemination of the results of forward-looking assessments using different communication tools and among different actors;
(d) support to an effective use of the web to gather relevant information and intelligence.
Projects carried out under the auspices of this CEI will have a long-term perspective (some decades) and should cover as a minimum the area of EU-27, but ideally all EEA member countries (for a list of EEA member and collaborating countries, see <http://www.eea.europa.eu/sandbox/cleanup2008/eea-member-countries>).
Natural or legal persons interested are invited to submit an application in accordance with the provisions stated in this notice. The contracting authority will draw up a list of candidates meeting the criteria in point 7 below. This list will comprise sub-lists corresponding to each of the 4 fields described in point 4.
Each time the contracting authority intends to conclude a contract relating to 1 or more of the fields described in point 4, a selection, based on objective and non-discriminatory criteria, of all or some of the candidates on the relevant sub-list(s) will be made, followed by an invitation to the selected candidates to submit a tender in accordance with the tender documentation. Should the contracting department have to set a maximum number of candidates who will be invited to submit a tender for a given contract, the number is 15.
Inclusion on the list entails no obligation on the part of the contracting authority to send an invitation to tender to candidates on the sub-list(s), or to award them a contract.
3. **The list resulting from this notice will be used exclusively for public contracts of the following types:**
— service contracts under Annex IIA to Directive 2004/18/EC, except for research and development contracts in category 8 in that Annex, worth less than an estimated EUR 133 000,
— research and development service contracts in category 8 of Annex IIA to Directive 2004/18/EC worth less than an estimated EUR 206 000.
4. **Description of fields covered by this CEI:**
To support the preparation of forward-looking assessments including the next State and Outlooks of the Environment Report (SOER2010) and the pan-European report expected in 2011, also called the '5th Environmental Assessment', the EEA would like to establish the following sub-lists:

- 1) support to the development and analysis of forward-looking assessments in possibly diverse environmentally relevant themes, such as ecosystem services, Europe and global environmental change, emerging technologies (e.g. nanotechnology). The tasks include, among others, identifying, surveying and summarising existing information, identifying relevant target audiences, selecting key stakeholders, gathering information through interviewing techniques and other pertinent tools, supporting scenario development processes and analysis, and valuation of main driving forces;
- 2) quantitative analyses of alternative scenarios and their driving forces as well as modelling of selected indicators. This refers to the analysis of different relevant environmental themes and should include uncertainty and sensitivity analysis;
- 3) dissemination and communication of the results of forward-looking assessments among different actors: the aim is to support the EEA with the development of suitable multi-media tools to support effective outreach processes to different communities, but also to be used for further learning and information purposes via the EEA Website;
- 4) support to an effective use of the web to gather relevant information and intelligence, both in restricted and open access web tools.

5. **Validity:**

The compiled list/sub-lists will remain valid for 3 years from the date of dispatch of this CEI to the Office for Official Publications of the European Communities (see point 10).

Applications may be submitted at any time during this period with the exception of the last 3 months (as per post mark, courier and hand deliveries at 16:00). Applications received after this date will not be considered.

Applications must be sent by post or hand delivery, applications sent by fax or e-mail will not be accepted.

Please note that it is the responsibility of the potential contractor to inform the European Environment Agency (EEA) immediately of any changes to their administrative, technical or financial details which would result in a change to their original application.

6. **Legal form for groups of economic operators/consortia:**

Applications may also be submitted by groups of economic operators/consortia which, if included in the list/sub-lists and invited to tender, may tender as a group/consortium (following the award of a contract and if necessary for its proper performance, a group may be required to assume a particular legal form). Such a group is required to designate a member which will exclusively interface with the EEA. In order for a group to be included in the list/sub-lists, each group member needs to fulfil the criteria under 7.

7. **Criteria**

7.1. **Exclusion criteria (see application form for further details):**

Candidates shall be excluded from participation in a procurement procedure if:

(a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

(b) they have been convicted of an offence concerning their professional conduct by a judgment which has the force of *res judicata*;

(c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;

(d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;

(e) they have been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;

(f) following another procurement procedure or grant award procedure financed by the Community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations. Candidates must certify that they are not in any of the situations listed above.

Contracts may not be awarded to candidates who, during the procurement procedure are:

- subject to a conflict of interest;
- guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information.

7.2. **Selection criteria:**

Legal Status:

Any candidate is asked to prove that he is authorised to perform the contract under the 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.

Economic and Financial Capacity:

Any candidate is requested to provide proof of economic and financial capacity by 1 or more of the following documents:

- appropriate statements from banks or evidence of professional risk indemnity insurance,
- 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 candidate is established,
- a statement of overall turnover during the last 3 financial years.

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

Technical and Professional Capacity:

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

- the educational and professional qualifications of the service provider relevant for the selected fields described under 4 and, in particular, those of the person or persons responsible for providing the services (CVs must be provided);
- a list of services provided at least for the past 3 years relevant to the selected fields described under 4, with the sums, dates and recipients, public or private;
- information on the candidate's working languages (please note that the working language of the EEA is English);
- an indication of the candidate's environmental management measures/system.

8. **Further information:**

The full list of information, formalities and documents to be supplied by persons interested can be found in the application form which can be downloaded from our web site: <http://org.eea.europa.eu/tenders>.

9. **Submission of applications:**

(a) Address: The applications should be sent to the European Environment Agency, Kongens Nytorv 6, DK-1050 Copenhagen K. Envelopes must be clearly marked: 'Call for Expression of Interest (CEI): Support to the preparation of forward-looking assessments — EEA/BSS/08/010'.

(b) The original and 2 copies of the application must be placed together inside one, sealed envelope, which is to be marked: 'Not to be opened by the EEA's internal mail service'. This sealed envelope is then to be placed inside another sealed envelope and to be sent to the address mentioned above.

(c) The candidates must specify in which sub-list(s) they are interested.

10. **Date of dispatch of notice:**

13.6.2008.

11. **Date of receipt of notice by the Publications Office:**

13.6.2008.