



**EUROPEAN COMMISSION**  
DIRECTORATE-GENERAL FOR ENERGY

Directorate C - Renewables, Research and Innovation, Energy Efficiency

## **CALL FOR TENDERS**

N°ENER/C1/2015-394

Supporting investments into renewable electricity in context of deep market integration of RES-e after 2020: Study on EU-, regional- and national-level options

# **TENDER SPECIFICATIONS**

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## INFORMATION ON TENDERING

### **1.1. Participation**

Participation in this tender procedure is open on equal terms to all natural and legal persons coming within the scope of the Treaties and to all natural and legal persons in a third country which has a special agreement with the Union in the field of public procurement on the conditions laid down in that agreement. Where the Multilateral Agreement on Government Procurement<sup>1</sup> concluded within the WTO applies, the participation to the call for tender is also open to nationals of the countries that have ratified this Agreement, on the conditions it lays down.

### **1.2. Contractual conditions**

The tenderer should bear in mind the provisions of the draft contract which specifies the rights and obligations of the contractor, particularly those on payments, performance of the contract, confidentiality, and checks and audits.

### **1.3. Joint tenders**

A joint tender is a situation where a tender is submitted by a group of economic operators (consortium). Joint tenders may include subcontractors in addition to the joint tenderers.

In case of joint tender, all economic operators in a joint tender assume joint and several liability towards the Contracting Authority for the performance of the contract as a whole.

These economic operators shall designate one of them to act as leader with full authority to bind the grouping or the consortium and each of its members. It shall be responsible for the receipt and processing of payments for members of the grouping, for managing the service administration and for coordination. The composition and constitution of the grouping or consortium, and the allocation of the scope of tasks amongst the members, shall not be altered without the prior written consent of the Commission.

The tenderers should indicate in their offer whether the partnership takes the form of:

a) a new or existing legal entity which will sign the contract with the Commission in case of award

or

b) a group of partners not constituting a new legal entity, who via a power of attorney, signed by an authorised representative of each partner (except the lead partner), designate one of the partners as lead partner, and mandate him as lead contractor to sign the contract with the Commission in case of award.

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<sup>1</sup> See [http://www.wto.org/english/tratop\\_E/gproc\\_e/gp\\_gpa\\_e.htm](http://www.wto.org/english/tratop_E/gproc_e/gp_gpa_e.htm)

## 1.4. Subcontracting

Subcontracting is permitted in the tender but the contractor will retain full liability towards the Contracting Authority for performance of the contract as a whole.

Tenderers must give an indication of the part of the services and proportion of the contract that they intend to subcontract.

Tenderers are required to identify subcontractors whose share of the contract is above 20%.

During contract execution, the change of any subcontractor identified in the tender will be subject to prior written approval of the Contracting Authority.

## 1.5. Content of the tender

The tenders must be presented as follows:

Part A: Identification of the tenderer (see section 1.6)

Part B: Evidence for exclusion criteria (see section 2.2)

Part C: Evidence for selection criteria (see section 2.3)

Part D: Technical offer (see section 2.5)

Part E: Financial offer (see section 2.6)

Part F: Power of attorney (for consortia only)

## 1.6. Identification of the tenderer: legal capacity and status

- The tenderer's identification form in **Annex 1** shall be filled in and signed by:
  - The tenderer (including any member of a consortium or grouping)
  - subcontractor(s) whose share of the work represent more than 20% of the contract.
- In order to prove their legal capacity and their status, all tenderers (including any member of a consortium of grouping) must provide a signed **Legal Entity Form with its supporting evidence**. The form is available on:  
[http://ec.europa.eu/budget/contracts\\_grants/info\\_contracts/legal\\_entities/legal\\_entities\\_en.cfm](http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm)

Tenderers that are already registered in the Contracting Authority's accounting system (i.e. they have already been direct contractors) must provide the form but are not obliged to provide the supporting evidence.

- If it has not been included with the Legal Entity Form, tenderers must provide the following information
  - For legal persons, a legible copy of the notice of appointment of the **persons authorised to represent the tenderer** in dealings with third parties and in legal proceedings, or a copy of the publication of such appointment if the legislation which applies to the legal entity concerned requires such publication. Any

delegation of this authorisation to another representative not indicated in the official appointment must be evidenced.

- For natural persons, where applicable, a proof of registration on a professional or trade register or any other official document showing the registration number.

- The tenderer (only the leader in case of joint tender) must provide a **Financial Identification Form and supporting** documents. The form is available on: [http://ec.europa.eu/budget/contracts\\_grants/info\\_contracts/index\\_en.cfm](http://ec.europa.eu/budget/contracts_grants/info_contracts/index_en.cfm)

## **EVALUATION AND AWARD**

### **2.1. Evaluation steps**

The evaluation is based on the information provided in the submitted tender. It takes place in three steps:

- (1) Verification of non-exclusion of tenderers on the basis of the exclusion criteria
- (2) Selection of tenderers on the basis of selection criteria
- (3) Evaluation of tenders on the basis of the award criteria (technical and financial evaluation)

Only tenders meeting the requirements of one step will pass on to the next step.

### **2.2. Exclusion criteria**

All tenderers shall provide a declaration on their honour (see Annex 2), duly signed and dated by an authorised representative, stating that they are not in one of the situations of exclusion listed in the Annex 2.

The declaration on honour is also required for identified subcontractors whose intended share of the contract is above 20%.

The successful tenderer shall provide the documents mentioned as supporting evidence in Annex 2 before signature of the contract and within a deadline given by the contracting authority. This requirement applies to all members of the consortium in case of joint tender. In case of doubt on this declaration on the honour, the contracting authority may also request the evidence for subcontractors whose intended share of the contract is above 20%.

### **2.3. Selection criteria**

Tenderers must prove their economic, financial, technical and professional capacity to carry out the work subject to this call for tender.

The tenderer may 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.

### **2.3.1. Economic and financial capacity criteria and evidence**

In order to prove their economic and financial capacity, the tenderer (in case of a joint tender the combined capacity of all tenderers and identified subcontractors) must comply with the following criteria:

- The average annual turnover of the tenderer for the last three years for which the accounts have been closed has exceeded 500 000 EUR

#### **The following evidence should be provided:**

- Copy of the profit & loss account for the last three years for which accounts have been closed;
- Failing that, appropriate statements from banks.

If, for some exceptional reason which the Contracting Authority considers justified, a tenderer is unable to provide one or other of the above documents, he or she may prove his or her economic and financial capacity by any other document which the Contracting Authority considers appropriate. In any case, the Contracting Authority must at least be notified of the exceptional reason and its justification in the tender. The Commission reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

### **2.3.2. Technical and professional capacity criteria and evidence**

#### **a. Criteria relating to tenderers**

Tenderers (in case of a joint tender the combined capacity of all tenderers and identified subcontractors) must comply with the following criteria:

- The tenderer must prove experience in the field of:
  - modelling electricity grid operations and markets with an hourly (or less) resolution,
  - evaluation and design of renewable energy support schemes and assessment of their implementation,
  - electricity market design and electricity market integration,
  - financing of renewables,
  - (renewable) energy governance at national, regional and EU-levels,

with at least three projects delivered on these topics in the last three years with a minimum value for each project of €100 000.

- The tenderer must prove experience in data collection, quantitative and qualitative analysis, graphical data representation, drafting reports and recommendations.
- The tenderer must prove capacity to draft high quality and sophisticated reports in idiomatic English with at least three projects delivered in the last three years showing the necessary language coverage.

**b. Criteria relating to the team delivering the service:**

The team delivering the service should include, as a minimum, the following profiles:

Project Manager: At least 5 years' experience in project management, including overseeing project delivery, quality control of delivered service, client orientation and conflict resolution experience in project of a similar size (at least €100.000) and coverage, with experience in management of team of at least 7 people.

Experts in renewable energy support scheme evaluation and design whose expertise covers national policy making for designing support schemes for renewable electricity and conventional production, EU energy policy, energy market design. Each expert shall demonstrate relevant higher education degree in law, economics and/or engineering with 5 years of experience in at least one of the above mentioned fields.

At least 2 experts in energy systems and electricity market modelling with particular expertise on renewable energy. Each expert shall demonstrate relevant higher education degree with 5 years of experience in energy systems and electricity market modelling with particular expertise on renewable energy.

At least 2 experts in (renewable) energy finance. Each expert shall demonstrate relevant higher education degree with 5 years of experience in renewable energy finance.

Text and language quality check: the team should include at least one member entirely responsible for reviewing the text and language proofreading of reports. This person should possess the highest proficiency level in English equivalent to the level of native speaker.

**c. Evidence:**

The following evidence should be provided to fulfil the above criteria:

- List of relevant services provided in the past three years, with sums, dates and recipients, public or private. The most important services shall be accompanied by certificates of satisfactory execution, specifying that they have been carried out in a professional manner and have been fully completed;
- The educational and professional qualifications of the persons who will provide the service for this tender (CVs) including the management staff. Each CV provided should indicate the intended function in the delivery of the service.

## 2.4. Award criteria

The tender will be awarded according to the best-value-for-money procedure. The quality of the tender will be evaluated based on the following criteria. The maximum total quality score is 100 points.

- **Quality of the proposed methodology** (60 points – minimum threshold 60%)

Sub-criterion 1 (20 points): Methodology and completeness of scenario-building, electricity market modelling, and assessment of market revenues for selected renewable energy technologies, including proposition of additional features, in line with the task requirements.

Sub-criterion 2 (20 points): Methodology of designing and assessing options for supporting investments into renewable electricity capacity (including in context of enhanced regional cooperation) in line with the task requirements.

Sub-criterion 3 (20 points): Methodology of translating the results from electricity market modelling and options design and assessment into concrete policy recommendations in line with the task requirements.

- **Organisation of the work** (20 points – minimum threshold 60%)

This criterion will assess how the roles and responsibilities of the proposed team and of the economic operators (in case of joint tenders, including subcontractors if applicable) are distributed for each task. It also assesses the global allocation of time and resources to the project and to each task or deliverable, and whether this allocation is adequate for the work. The tender should provide details on the allocation of time and resources and the rationale behind the choice of this allocation.

- **Quality control measures** (20 points – minimum threshold 60%)

This criterion will assess the quality control system applied to the service foreseen in this tender specification concerning the quality of the deliverables, the language quality check, and continuity of the service in case of absence of the member of the team. The quality system should be detailed in the tender and specific to the tasks at hand; a generic quality system will result in a low score.

Tenders must score above 60% for each criterion and above 70% in total. Tenders that do not reach the minimum quality thresholds will be rejected and will not be ranked.

After evaluation of the quality of the tender, the tenders are ranked using the formula below to determine the tender offering best value for money. An equal weight is given to quality and price.

The contract will be awarded to the tender which offers the best ratio quality/price X 10.000.

## 2.5. Technical offer

The technical offer must cover all aspects and tasks required in the technical specification and provide all the information needed to apply the award criteria. Offers deviating from



the requirements or not covering all requirements may be excluded on the basis of non-conformity with the tender specifications and will not be evaluated.

## **2.6. Financial offer**

The price for the tender must be quoted in euro. Tenderers from countries outside the euro zone have to quote their prices in euro. The price quoted may not be revised in line with exchange rate movements. It is for the tenderer to assume the risks or the benefits deriving from any variation.

Prices must be quoted free of all duties, taxes and other charges, including VAT, as the European Union is exempt from such charges under Articles 3 and 4 of the Protocol on the privileges and immunities of the European Union. The amount of VAT may be shown separately.

The quoted price must be a fixed amount which includes all charges (including travel and subsistence). Travel and subsistence expenses are not refundable separately.

## **TECHNICAL SPECIFICATIONS**

Investments in renewable electricity generation capacity are generally characterised by high up-front capital costs and low operating costs.

Against this background, the deployment of new renewable electricity (RES-e) generating capacity has traditionally been supported through measures such as feed-in-tariffs and through priority dispatch for electricity produced from renewable installations, resulting in high certainty for investors, and related low cost of capital.

The success of this approach was a rapid increase in RES-e capacity in the EU Member States that offered a combination of an attractive regulatory framework and attractive RES-support measures.

The scaling-up of RES-e deployment has brought dramatic cost reductions for some technologies (in particular on-shore wind and large-scale PV). At the same time, some Member States have been slow in adjusting support levels, resulting in higher than necessary costs for RES-e support systems. Furthermore, the increase in the amount of more volatile RES-electricity in the grid has not been matched with appropriate investments in strengthening the grid-infrastructure and increasing the flexibility of the power system.

The current EU-level framework on the supporting of new RES-e capacity runs until 2020 and is characterised by two main elements:

First, the Renewable Energy Directive 2009/28/EC sets binding national targets for renewable energy and leaves Member States wide discretion in designing and managing renewable energy support schemes within the boundaries of EU state aid rules.

Second, the Energy and Environment State Aid Guidelines applicable from 2014-2020 significantly narrow – from a state aid and internal market perspective - the design options for national RES support schemes. In general, except for small scale installations, (i) RES-e support levels must be set through competitive bidding processes, (ii) RES-e producers are increasingly exposed to the market price signal, they must directly market the electricity produced and benefit from a floating market price premium, (iii) RES-e producers must take

on standard balancing responsibilities, unless no liquid intra-day markets exist. These developments towards more market-integration of mature RES-technologies are likely to continue after 2020.

The European Council in October 2014 decided that the 2030 climate and energy framework will include a target of at least 27% renewable energy, binding at EU-level, that is complemented by a new governance system, with emphasis on regional cooperation and dialogue between Member States.<sup>2</sup> The new EU-level target will not be broken down into national renewables-targets that would be binding under EU law. The willingness and ability of Member States to contribute to achieving the EU-level renewables target for 2030 critically depends on the inter-action of future renewables support schemes (whether national, regional or European) with the evolution of electricity markets. This inter-action will determine:

- whether RES-e producers can reliably finance their investment from the energy only market;
- under which conditions targeted financial support to renewable electricity installations is needed;
- whether the EU long-term decarbonisation goal of 80-95% by 2050 as well as the interim goals for 2020 and 2030 of 20%, respectively at least 27% share of renewable energy in gross final energy consumption are reliably met;
- whether the EU energy system evolves along a trajectory that will keep overall system costs of reducing greenhouse gas emission in line with EU goals as low as possible.

The Energy Union action plan of 25 February 2015 foresees a Renewable Energy Package, including a Commission proposal for a new Renewable Energy Directive.<sup>3</sup> The Energy Union package also highlights the importance of low-cost financing for capital intensive renewable energy technologies, and the need to make the sector attractive for investors of all kind (funds, banks, cooperatives and households).

Against this background, the study will, through a combination of qualitative reasoning and quantitative modeling:

1. develop scenarios for the evolution of RES-e shares in the market, transitioning from 2014 to 2050 in context of different studies already done on cost-optimal investment for a decarbonized society;
2. assuming the energy only market (EOM) as the only revenue source, indicate revenues for RES-e investments for the period up to 2050 under different scenarios where key variables determining the revenues for renewable electricity are altered (i.e., carbon prices; amount and design of capacity remuneration mechanisms; deployment of demand side flexibility; deployment of inter-connectivity). The profitability (or lack thereof) of new investments in each main new renewable electricity technology (on- and offshore wind, small scale and large scale PV) for each region with similar wholesale prices shall be estimated;
3. provide a quantitative range of the investment challenge (i.e. potential gap) per technology;

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<sup>2</sup> EUCO 169/14 of 24 October 2014.

<sup>3</sup> COM(2015) 80 final

4. develop options for mitigating these investment challenges, e.g. through national renewable electricity support schemes, through regional or EU-level measures as well as through a mix of public and private funds. Crucial aspects to consider are: cost of capital (as a function of risk premiums due to different market and support design), certainty and magnitude of different revenue streams for different technologies, and windfall profits;
5. analyse options for enhanced regional cooperation among Member States in order to more cost-effectively promote renewable energy.

The analysis and policy recommendations should be included in a final report.

The expected outcome of this study will help the Commission develop options for the design of renewable electricity support schemes in context of deeper electricity market integration, increased flexibility in the electricity markets and a strengthened EU Emissions Trading System. It will inform, where appropriate, the impact assessment done on the proposal of a reformed Renewable Energy Directive for 2030.

The work should be divided into the following tasks:

### **Task 1: scenario-building**

Electricity markets are progressively being coupled and their design is expected to change in order to accommodate more flexible and decentralized generation, while at the same time being able to attract the necessary investments. To better understand potential market-revenues for renewable energy installations in the future, it is important to build likely paths of how energy markets will evolve in the future. These paths should include common assumptions e.g. on technology costs and fuel price development, but should differ in terms of framework conditions such as on the evolution of the EU Emissions Trading Scheme, the level of inter-connectivity, levels of energy efficiency, the potential role of capacity remuneration mechanisms, balancing costs, priority dispatch etc. After signature of the contract, the contractor will – in dialogue with the Commission - fine-tune the common assumptions and framework conditions for the scenarios to reflect latest political and regulatory developments implementing the Energy Union roadmap (e.g. on electricity market design).

The contractor will develop a range of scenarios for the evolution of RES-e as part of a future decarbonised EU energy mix (80-95% renewable electricity) up to 2050 assuming a 45% (pessimistic) and a 60% (optimistic) RES-e share by 2030:

- 1) The baseline scenario shall be based on the modelling underpinning the Commission Communication on the 2030 package.<sup>4</sup> The contractor shall also propose alterations to the baseline scenario to reflect latest data on evolving technology costs and Member State deployment of renewable energy, also including an alteration where capacity investments are decided endogenously.

The baseline scenario will be complemented by further scenarios reflecting potential developments on:

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<sup>4</sup> COM(2014) 520 final.

- 2) the introduction of national or regional capacity-remuneration markets, reflecting different alternatives for the use of current overcapacity;
- 3) the reform of the EU Emissions Trading System different than the ones foreseen in the baseline scenario;
- 4) increases in demand-side flexibility, including integration of RES-e in the heating and cooling sector;
- 5) inter-connectivity below and above EU-targets.
- 6) energy efficiency below and above EU-targets of 27%, respectively 30% increase in energy efficiency.

### **Task 2: Modelling of electricity prices at the energy only market and of market-revenues for individual renewable electricity technologies**

Under this task, the contractor will model the evolution of electricity prices from 2015-2050 in the energy only market for each of the scenarios developed under Task 1 above. This will allow an assessment to be made of the revenues from the energy only market for selected RES-e technologies.

#### *Sub-task 1: modelling of electricity prices at the energy only market*

The evolution of electricity prices for 2015-2030 will (at minimum) be modelled on a detailed level, and if appropriate with less rigour for the period 2030 to 2050:

- for each of the scenarios;
- on an hourly basis (or less); and
- distinguishing regions with similar wholesale prizes.

#### *Sub-task 2: identifying revenues from the energy only market for selected renewable electricity technologies*

The electricity price modelling done under sub-task 1 will be used to identify for each of the scenarios:

- the overall revenues from the energy only market in the hours individual renewable electricity technologies produce; and
- the size of the eventual gap between the investments needed and market revenues at the level of individual technologies.

The calculations under sub-task 2 will (at minimum) be done for the main renewable electricity technologies (on- and offshore wind, small scale and large scale PV, hydro) and distinguishing regions with similar wholesale prizes.

### **Task 3: Developing and qualitatively assessing options for supporting investments into the installation of renewable electricity capacity**

This is one of the key tasks of the project that could be undertaken in parallel with Task 2.

It seems possible that some revenue gap for the financing of investments in renewable electricity capacity will continue to exist for some time, for some technologies, and under (some of) the scenarios analysed in this study. It is therefore necessary to develop and analyse options for supporting investments into renewable electricity that

- provide certainty to investors;
- keep costs at the level of individual installations and at systems level as low as possible; and
- are compatible with EU energy policy up to 2030.

*Sub-task 3.1: Developing policy options for supporting investments into the installation of renewable electricity capacity*

The contractor will identify and design a range of policy options for supporting RES investments that are:

- consistent with the scenarios developed under Task 1
- in all cases compatible with current conditions and internal market developments up to 2020 and beyond and facilitate market integration of RES.

The policy options should be organized according to the different scenarios identified in Task 1 and organised into sub-groups of national, regional or EU wide options.

It is important that the description of each policy option goes into details on how it would be implemented in practice.

*Sub-task 3.2: Qualitative assessment of options for supporting RES investments*

The contractor will furthermore *qualitatively* assess each policy option based on agreed criteria that should include: political and technical feasibility, likely overall cost and cost-effectiveness, flexibility and level of market intervention, cost of capital as a function of risk premiums due to different market conditions, certainty and magnitude of different revenue streams for different technologies, and windfall profits.

**Task 4: Workshop with experts on renewable energy finance and Member State experts**

Before moving to a quantitative analysis of the design options under Task 5, the contractor will convene a workshop with experts in renewable energy finance and Member State experts to expand its understanding of the financial implications of the different policy options.

One input for the workshop discussion should be an advanced draft version of the annotated policy options. The Commission will support the consultant in identifying qualified experts for the workshop.

The workshop will focus in particular on how the costs of capital of different design options for supporting investments in selected examples of RES-e projects are sensitive to varying market conditions, including investor (un-)certainty. It will also address the interplay between public and private financing mechanisms with a view to identifying a suitable mix of measures for mitigating (financing) risks and lowering costs of capital.

The contractor will fine-tune the qualitative assessment of the options developed under Task 3 in light of the workshop discussion. In particular by developing further how each option for supporting RES investments would be sensitive to the different market conditions underlying the scenarios on which the study is based.

**Task 5: Analysis of the amount and the costs of capital required for financing selected RES-e technologies up to 2050 for different options and different scenarios at the level of specific installations**

Under this task the contractor will establish a *quantitative range* of the amount and the costs of capital per technology at different points in time (annually for period until 2030 and for 2035, 2040, 2045, 2050) for each of the scenarios when applying different options for supporting RES investments. Crucial aspects to consider are: cost of capital (as a function of risk premiums due to different market and support design), certainty and magnitude of different revenue streams for different technologies, and windfall profits

Building on this analysis, the contractor will further expand and consolidate the design options for supporting investments into RES-e projects, identifying and grouping options that perform best in relation to investment costs. Particular emphasis will be put on identifying options with low overall investment costs in all scenarios.

**Task 6: Analyse the cost-savings potential of enhanced regional cooperation among Member States**

Regional cooperation in energy policy, including on RES, is considered an important component of EU energy policy post 2020.

Under this task the contractor should analyse by way of concrete cases of regional cooperation processes (e.g., North Sea, BEMIP,) the overall / system costs for achieving a set level of RES-e capacity in specific regions when deploying the best performing *regional-level* options for supporting RES investments as compared with the overall / systems costs of deploying the best performing *national options* for supporting RES investments.

This analysis should be done for each of the main scenarios.

**Task 7: Developing policy recommendations for supporting new renewable electricity capacity**

Building on the quantitative and qualitative analysis done under the previous tasks, the contractor should develop policy recommendations for supporting renewable electricity capacity to reach the at least 27% renewables goal. This will require broadening the analysis from individual policy options or packages of policy options to considerations on their overall feasibility, considering the broader context of national, regional and EU-level (renewable) energy policies.

The objective of this task is to further refine the analysis of the policy options developed in the study, and to identify those options or packages of options that perform best as regards providing certainty to investors, costs and flexibility to accommodate for different market conditions.

The task should be undertaken in dialogue with the Commission, experts from Member States and select stakeholders (e.g., ACER, ENTSO-e, Eurelectric, EWEA, EPIA). The group of invited experts should be agreed with the Commission prior to this task.

For advancing and complementing its own analysis, the contractor should convene three workshops (one dedicated to regional cooperation).

The issues addressed in the workshops will be agreed at a later stage but could include:

- flexibility of options to perform under changing circumstances (e.g., built in flexibilities, flexibility to be adjusted);
- flexibility of options to build a bridge into eventual financing of RES-e investments out of the market alone (e.g. by enabling emergence of long-term contracts).
- impact on technology types and size of projects (centralised vs. decentralised structure);
- relation to different sources of funding (private, public, leveraged finance etc.);
- performance of options in relation to overall costs to the system;
- performance of options and their contribution to the progressive completion of the internal energy market and the market-integration of RES-e;
- role of national or regional energy planning;
- gradual opening of national support schemes to RES-e produced elsewhere;
- regional-level cooperation, in particular linkages to ongoing regional processes and incentives for regional cooperation (e.g., built-in, market-driven, complementary financing at EU- or regional level);
- capacity to contribute to technological and system development, including for technology supply chains;
- distributional aspects between Member States.

There shall also be an additional final workshop to disseminate results if deemed useful by the Commission.

To support the work on the study, the Commission will provide the consultant with: access to [www.res-legal.eu](http://www.res-legal.eu) data; access to the Commission impact assessment for 2030 and 2050; as well as data related to the Renewable Energy Directive. Furthermore, the Commission will share with the consultant any relevant studies done for the Commission that may become available.

## **RESOURCE WEIGHT OF EACH TASK**

The Commission suggests an approximate allocation of resources as set out in the table below:

Task 1	10%
Task 2	20%

Task 3	20%
Task 4	5%
Task 5	10%
Task 6	15%
Task 7	20%

### **Reports and documents to produce - Timetable to observe**

**Interim reports** showing progress of the work shall be submitted to the Commission at the latest:

- **5 months** after the date of signature of the contract;
- **9 months** after the date of signature of the contract.

The interim reports shall include the latest results of modelling done and also include an overview of the progression for each task, with a summary of remaining analyses.

The Commission shall have twenty days from receipt to approve or reject the report. Within 20 days of receiving the Commission's observations, the Contractor will submit additional information or another report.

The contractor will submit a draft **final report** covering all tasks of the project to the Commission **at the latest 14 months** after the signature of the contract.

The **final report shall contain at least:**

- An Executive Summary presenting briefly the key findings and recommendations of the study;
- A main report containing detailed analysis and assessments drafted according to the structure described in above specifications;
- Source data, relevant background datasets and other information used in the main report, and full list of data sources, including names of databases, statistical collections used and relevant national and international bodies consulted for data collection purposes etc. The data should be made further exploitable for the Contracting Authority in the form of MS Excel ® files.

The Commission shall have forty-five days from receipt to approve or reject the draft final report, and the Contractor shall have 20 days in which to submit additional information or a new final report.



## **Details on deliverables**

3 copies of the reports shall be supplied in paper form and one copy in electronic form including:

- report in .doc or .docx format
- report in .pdf format
- exploitable data sets in .xls or .xlsx format.

All reports and datasets shall be written in English.

The Commission may publish the results of the study. For this purpose, the tenderer must ensure that the study is not subject to any restrictions deriving from intellectual property rights of third parties. Should he intend to use data in the study, which cannot be published, this must be explicitly mentioned in the offer.

## **Performance and quality requirements**

This study has synergies on the modelling with a separate tender [Call for tenders n° ENER/C1/2014-668 Study on the impact assessment for a new Directive mainstreaming deployment of renewable energy and ensuring that the EU meets its 2030 renewable energy target]. In particular the experience gained under task 1 of the other study on financing could be useful also for this study. On the other hand, the scenarios and modelling done under this study could be of help for task 3 of the other study. It is therefore requested that the two teams work together in a cooperative fashion with close coordination of relevant tasks. For this contract it is therefore requested that modelling results in terms of installed capacity on both supply and demand side for each Member States in every year up to 2050 will be shared with the contractor doing the work on tender ENER/C1/2014-668.

The interim and final reports and dataset developed under this contract must be of high technical and scientific quality, as comprehensive as possible and reflect the most recently available information.

The interim and final reports must be written in high quality English. All graph representations and figures must be clearly explained in the text, easily readable and understandable.

Datasets must be user-friendly designed and easily accessible. Unless necessary, multiple references and values for one single data must be avoided. Datasets should be attached with the methodology file.

## **General delivery time and progress meetings foreseen with the Contracting Authority if any**

The duration of the tasks shall not exceed 16 months. **This period is calculated in calendar days.**

Execution of the tasks begins after the date on which the Contract enters into force.

In principle, the deadlines set out for delivery of reports and meetings cannot be extended. The Contractor is deemed solely responsible for delays occasioned by subcontractors or other third parties (except for rare and justified cases of *force majeure* to be agreed with the Contracting

Authority). Adequate resources and appropriate organisation of the work including management of potential delays should be put in place in order to observe the timetable below.

A **kick-off meeting** will take place in Brussels, at the latest 10 days following the signature of the contract, in order to settle all the details of the study, report, etc to be undertaken. A **study outline** containing an extensive table of contents and description of methodological issues relevant for each task shall be submitted to the Commission within one week of the meeting and be agreed or modified by the Commission within one week. This outline shall also include the fine-tuned common assumptions and framework conditions used for the scenario-building under Task 1. The study outline agreed by the Commission will form the structure for the work and studies.

**Two progress meetings** will take place in Brussels:

- In month 5, following submission of the 1<sup>st</sup> interim report.
- In month 9, following submission of the 2<sup>nd</sup> interim report.

### **Place of performance**

The tasks will be performed on the Contractor's premises. Data gathering should be performed mainly by usual IT, phone and other communication tools limiting the travels for the purposes of data gathering.

**Meetings** between the contractor and the Commission will be held on Commission premises in Brussels.

The **expert workshops** that are part of this study will be held in Brussels. The Commission will seek to provide suitable rooms provided that the dates of these meetings are set sufficiently in advance.

Other **meetings** to discuss topics or progress on ad hoc reports will take place in Brussels upon the request of the Commission.

### **Estimate of the amount of work involved**

The total value of this contract has been estimated at a maximum of EUR 500.000

## **CONTENT, STRUCTURE AND GRAPHIC REQUIREMENTS OF THE FINAL DELIVERABLES**

All studies produced for the European Commission and Executive Agencies shall conform to the corporate visual identity of the European Commission by applying the graphic rules set out in the European Commission's Visual Identity Manual, including its logo<sup>5</sup>.

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<sup>5</sup> The Visual Identity Manual of the European Commission is available upon request. Requests should be made to the following e-mail address: [comm-visual-identity@ec.europa.eu](mailto:comm-visual-identity@ec.europa.eu)

The Commission is committed to making online information as accessible as possible to the largest possible number of users including those with visual, auditory, cognitive or physical disabilities, and those not having the latest technologies. The Commission supports the [Web Content Accessibility Guidelines 2.0](#) of the W3C.

For full details on Commission policy on accessibility for information providers, see: [http://ec.europa.eu/ipg/standards/accessibility/index\\_en.htm](http://ec.europa.eu/ipg/standards/accessibility/index_en.htm)

Pdf versions of studies destined for online publication should respect W3C guidelines for accessible pdf documents. See: <http://www.w3.org/WAI/>

## **4.1. Content**

### **4.1.1. Final study report**

The final study report shall include:

- an abstract of no more than 200 words and an executive summary of maximum 6 pages, both in English and French;
- the following standard disclaimer:

*“The information and views set out in this [report/study/article/publication...] are those of the author(s) and do not necessarily reflect the official opinion of the Commission. The Commission does not guarantee the accuracy of the data included in this study. Neither the Commission nor any person acting on the Commission’s behalf may be held responsible for the use which may be made of the information contained therein.”*

- specific identifiers which shall be incorporated on the cover page provided by the Contracting Authority.

### **4.1.2. Publishable executive summary**

The publishable executive summary shall be provided in both in English and French and shall include:

- the following standard disclaimer:

*“The information and views set out in this [report/study/article/publication...] are those of the author(s) and do not necessarily reflect the official opinion of the Commission. The Commission does not guarantee the accuracy of the data included in this study. Neither the Commission nor any person acting on the Commission’s behalf may be held responsible for the use which may be made of the information contained therein.”*

- specific identifiers which shall be incorporated on the cover page provided by the Contracting Authority.

## **4.2. Graphic requirements**

For graphic requirements please refer to the template provided in the annex 4. The cover page shall be filled in by the contractor in accordance with the instructions provided in the template. For further details you may also contact [comm-visual-identity@ec.europa.eu](mailto:comm-visual-identity@ec.europa.eu).

## **1. ANNEXES**

1. Tenderer 's Identification Form
2. Declaration related to the exclusion criteria and absence of conflict of interest
3. Power of Attorney (mandate in case of joint tender)
4. Standard Word template for studies
5. Draft Contract

# ANNEX 1

## IDENTIFICATION OF THE TENDERER

(Each service provider , including any member of a consortium or grouping and subcontractor(s) whose share of the work is more than 20% of the contract must complete and sign this identification form)

### Call for tender ENER/C1/2015-394

Identity	
Name of the tenderer	
Legal status of the tenderer	
Date of registration	
Country of registration	
Registration number	
VAT number	
Description of statutory social security cover (at the level of the Member State of origin) and non-statutory cover (supplementary professional indemnity insurance) <sup>6</sup>	
Address	
Address of registered office of tenderer	
Where appropriate, administrative address of tenderer for the purposes of this invitation to tender	
Contact Person	
Surname:	
First name:	
Title (e.g. Dr, Mr, Ms) :	
Position (e.g. manager):	

---

<sup>6</sup> For natural persons

Telephone number: Fax number: E-mail address:	
<b>Legal Representatives</b>	
<b>Names and function of legal representatives</b> and of other representatives of the tenderer who are authorised to sign contracts with third parties	
<b>Declaration by an authorised representative of the organisation<sup>7</sup></b>	
I, the undersigned, certify that the information given in this tender is correct and that the tender is valid.	
Surname: First name:	Signature:

---

<sup>7</sup> This person must be included in the list of legal representatives; otherwise the signature on the tender will be invalidated.

## ANNEX 2

### Declaration of honour on exclusion criteria and absence of conflict of interest

*(Complete or delete the parts in grey italics in parentheses)*

[Choose options for parts in grey between square brackets]

The undersigned (*insert name of the signatory of this form*):

in [his][her] own name (*for a natural person*)

or

representing the following legal person: (*only if the economic operator is a legal person*)

full official name:

official legal form:

full official address:

VAT registration number:

➤ declares that [the above-mentioned legal person][he][she] is not in one of the following situations:

- a) is bankrupt or being wound up, is having its affairs administered by the courts, has entered into an arrangement with creditors, has suspended business activities, is the subject of proceedings concerning those matters, or is in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b) has been convicted of an offence concerning professional conduct by a judgment of a competent authority of a Member State which has the force of *res judicata*;
- c) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify including by decisions of the European Investment Bank and international organisations;
- d) is not in compliance with all its obligations relating to the payment of social security contributions and the payment of taxes in accordance with the legal provisions of the country in which it is established, with those of the country of the contracting authority and those of the country where the contract is to be performed;
- e) has been the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such activity is detrimental to the Union's financial interests;
- f) is a subject of an administrative penalty for being guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in a procurement procedure or failing to supply this information, or having been declared to be in serious breach of its obligations under contracts covered by the Union's budget.

- (Only for legal persons other than Member States and local authorities, otherwise delete) declares that the natural persons with power of representation, decision-making or control<sup>8</sup> over the above-mentioned legal entity are not in the situations referred to in b) and e) above;
  - declares that [the above-mentioned legal person][he][she]:
- g) has no conflict of interest in connection with the contract; a conflict of interest could arise in particular as a result of economic interests, political or national affinity, family, emotional life or any other shared interest;
  - h) will inform the contracting authority, without delay, of any situation considered a conflict of interest or which could give rise to a conflict of interest;
  - i) has not granted and will not grant, has not sought and will not seek, has not attempted and will not attempt to obtain, and has not accepted and will not accept any advantage, financial or in kind, to or from any party whatsoever, where such advantage constitutes an illegal practice or involves corruption, either directly or indirectly, inasmuch as it is an incentive or reward relating to award of the contract;
  - j) provided accurate, sincere and complete information to the contracting authority within the context of this procurement procedure ;
- acknowledges that [the above-mentioned legal person][he][she] may be subject to administrative and financial penalties<sup>9</sup> if any of the declarations or information provided prove to be false.

In case of award of contract, the following evidence shall be provided upon request and within the time limit set by the contracting authority:

For situations described in (a), (b) and (e), production of a recent extract from the judicial record is required or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance showing that those requirements are satisfied. Where the tenderer is a legal person and the national legislation of the country in which the tenderer is established does not allow the provision of such documents for legal persons, the documents should be provided for natural persons, such as the company directors or any person with powers of representation, decision making or control in relation to the tenderer.

For the situation described in point (d) above, recent certificates or letters issued by the competent authorities of the State concerned are required. These documents must provide evidence covering all taxes and social security contributions for which the tenderer is liable, including for example, VAT, income tax (natural persons only), company tax (legal persons only) and social security contributions.

For any of the situations (a), (b), (d) or (e), where any document described in two paragraphs above is not issued in the country concerned, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

If the tenderer is a legal person, information on the natural persons with power of representation, decision making or control over the legal person shall be provided only upon request by the contracting authority.

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<sup>8</sup> This covers the company directors, members of the management or supervisory bodies, and cases where one natural person holds a majority of shares.

<sup>9</sup> As provided for in Article 109 of the Financial Regulation (EU, Euratom) 966/2012 and Article 145 of the Rules of Application of the Financial Regulation



Full name

Date

Signature

## ANNEX 3

### POWER OF ATTORNEY

#### mandating one of the partners in a joint tender as lead partner and lead contractor <sup>10</sup>

The undersigned:

– Signatory (Name, Function, Company, Registered address, VAT Number)

having the legal capacity required to act on behalf of his/her company,

HEREBY AGREES TO THE FOLLOWING:

- 1) To submit a tender as a partner in the group of partners constituted by Company 1, Company 2, Company N, and led by Company X, in accordance with the conditions specified in the tender specifications and the terms specified in the tender to which this power of attorney is attached.
- 2) If the European Commission awards the Contract to the group of partners constituted by Company 1, Company 2, Company N, and led by Company X on the basis of the joint tender to which this power of attorney is attached, all the partners shall be co-signatories of the Contract in accordance with the following conditions:
  - (a) All partners shall be jointly and severally liable towards the European Commission for the performance of the Contract.
  - (b) All partners shall comply with the terms and conditions of the Contract and ensure the proper delivery of their respective share of the services and/or supplies subject to the Contract.
- 1) Payments by the European Commission related to the services and/or supplies subject to the Contract shall be made through the lead partner's bank account: [Provide details on bank, address, account number].
- 2) The partners grant to the lead partner all the necessary powers to act on their behalf in the submission of the tender and conclusion of the Contract, including:
  - (a) The lead partner shall submit the tender on behalf of the group of partners.
  - (b) The lead partner shall sign any contractual documents — including the Contract, and Amendments thereto — and issue any invoices related to the Services on behalf of the group of partners.
  - (c) The lead partner shall act as a single contact point with the European Commission in the delivery of the services and/or supplies subject to the Contract. It shall co-ordinate the delivery of the services and/or supplies by the group of partners to the European Commission, and shall see to a proper administration of the Contract.

Any modification to the present power of attorney shall be subject to the European Commission's express approval. This power of attorney shall expire when all the contractual obligations of the group of partners towards the European Commission for the delivery of the services and/or supplies subject to the Contract have ceased to exist. The parties cannot terminate it before that date without the Commission's consent.

Signed in ..... on [dd/mm/yyyy]

Place and date:

Name (in capital letters), function, company and signature:

## ANNEX 4

<sup>10</sup> To be filled in and signed by each of the partners in a joint tender, except the lead partner;

# Standard Word template for studies

European  
Commission

**Add document title 1**

*Add title 2*

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## HOW TO USE THIS DOCUMENT TEMPLATE

### **Cover page**

Add the title of the document which should be center aligned. Add any other relevant information if necessary which should be left aligned on the left vertical axis of the EC logo.

The font colour of the title should be **White**.

### **Page set up**

- Top margin: 3.5
- Bottom margin: 2.5
- Left margin: 3
- Right margin: 2.5

### **Headings and subheadings**

The following styles should be used for headings and subheadings.

- Heading 1  
Font type: Verdana

Font Size: 14  
Colour: R:38, G:54, B:115

- Heading 2  
Font type: Verdana  
Font Size: 11  
Colour: R:38, G:54, B:115
- Heading 3  
Font type: Verdana  
Font Size: 10  
Colour: R:38, G:54, B:115

Do not use capital letters for the headings/subheadings, the format should always be "sentence case", except for abbreviations.

### **Body text**

Font style: Verdana  
Font size: 10  
Font colour: Gray 80%

### **Header**

The header should include the EU flag and the reference text:

- European Commission
- The title of the document
- Font type: Verdana Italic
- Font size: 8

### **Footer**

Add the relevant name of the month and year in the footer which should appear to the left below the line.

- Font type: Verdana Italic
- Font size: 8.
- The page numbers will appear automatically.

### **Bulleted list**

The bullet should be square and the colour should be Black. For reference please see list under "[Headings and subheadings](#)". To apply the style of the list, select "List Bullet 2" from the "Style" drop down menu.

### **Hyperlinks**

By default the hyperlinks will appear in blue (colour coder: R:26, G:63, B:124), no underline.

## Table of Contents

This template is complete with Styles for a Table of Contents. From the **Insert menu**, choose **Reference**, then **Index and Tables**. Click on the tab "**Table of Contents**". In the "Format" box, select "From template".

ANNEX 5  
**DRAFT CONTRACT**

*Please see separate document*