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**Belgium-Brussels: Assessment of voluntary schemes and agreements used for sustainability claims
2015/S 060-104704**

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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

Directorate-General for Energy
rue Jean-André Demot 24–26
Contact point(s): Bernd Kuepker
1049 Brussels
BELGIUM

E-mail: ener-c1-tenders@ec.europa.eu

Internet address(es):

General address of the contracting authority: <http://ec.europa.eu/energy/en>

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

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

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

I.2) Type of the contracting authority

European institution/agency or international organisation

I.3) Main activity

Other: Energy.

I.4) Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1) Description

II.1.1) Title attributed to the contract by the contracting authority:

Assessment of voluntary schemes and agreements used for sustainability claims.

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

Services

Service category No 8: Research and development services

Main site or location of works, place of delivery or of performance: Brussels.

NUTS code

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

The notice involves the establishment of a framework agreement

II.1.4) Information on framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in months: 48

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT: 600 000 EUR

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

The subject matter of the FWC is to assist the Commission in assessing voluntary schemes and agreements used for sustainability claims, further improve the methodology of such assessment, to develop new approaches for sustainability certification and to review the operation of the current regime.

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

73200000

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

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

II.1.8) **Lots**

This contract is divided into lots: no

II.1.9) **Information about variants**

Variants will be accepted: no

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

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

Estimated value excluding VAT: 600 000 EUR

II.2.2) **Information about options**

Options: no

II.2.3) **Information about renewals**

This contract is subject to renewal: no

II.3) **Duration of the contract or time limit for completion**

Duration in months: 48 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1) **Conditions relating to the contract**

III.1.1) **Deposits and guarantees required:**

Please refer to tender documents.

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

Please refer to tender documents.

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

III.1.4) **Other particular conditions**

III.2) **Conditions for participation**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if the requirements are met: Please also refer to tender documents.

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

Information and formalities necessary for evaluating if the requirements are met: — Copy of the profit & loss account for the last 2 years for which accounts have been closed,
— failing that, appropriate statements from banks,

— if applicable, evidence of professional risk indemnity insurance.

If, for some exceptional reason which the contracting authority considers justified, a tenderer is unable to provide 1 or the 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.

Please refer to tender documents for details.

Minimum level(s) of standards possibly required: The annual turnover of the last 2 financial years is above 500 000 EUR.

III.2.3) **Technical capacity**

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

- List of relevant services provided in the past 3 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.

Please refer to tender documents for details.

Minimum level(s) of standards possibly required:

a. Criteria relating to tenderers:

Tenderers (in the 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 renewable energy and biofuel sustainability with at least 3 projects delivered in this field in the last 3 years,
- the tenderer must prove experience of working in the English language with at least 3 projects delivered in the last 3 years showing the necessary language coverage,
- the tenderer must prove capacity to draft reports in English.

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 3 years' experience in project management, including overseeing project delivery, quality control of the delivered service, client orientation and conflict resolution experience in a project of a similar size (at least 100 000 EUR) and coverage (geographical scope at least half of the one subject to this call for tenders), with experience in management of a team of at least 3 people;
- expert in EU sustainability scheme for biofuels and biofuel sustainability: relevant higher education degree and/or 5 years' professional experience in the field of biofuel sustainability;
- language quality check: at least 3 members of the team should have proficiency level language skills in English or equivalent, as guaranteed by a certificate or past relevant experience.

Please refer to tender documents for details.

III.2.4) **Information about reserved contracts**

III.3) **Conditions specific to services contracts**

III.3.1) **Information about a particular profession**

Execution of the service is reserved to a particular profession: no

III.3.2) **Staff responsible for the execution of the service**

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

Section IV: Procedure

IV.1) Type of procedure

IV.1.1) Type of procedure

Open

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate

IV.1.3) Reduction of the number of operators during the negotiation or dialogue

IV.2) Award criteria

IV.2.1) Award criteria

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

IV.2.2) Information about electronic auction

An electronic auction will be used: no

IV.3) Administrative information

IV.3.1) File reference number attributed by the contracting authority:

ENER/C1/2015/542.

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

no

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document

Time limit for receipt of requests for documents or for accessing documents: 20.4.2015

Payable documents: no

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

4.5.2015 - 17:00

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up

Any EU official language

IV.3.7) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 9 (from the date stated for receipt of tender)

IV.3.8) Conditions for opening of tenders

Date: 18.5.2015

Place:

rue Jean-André Demot 24–26, 1049 Brussels, BELGIUM.

Persons authorised to be present at the opening of tenders: yes

Additional information about authorised persons and opening procedure: Tenderers may attend the meeting but be represented by not more than 1 person.

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about European Union funds

VI.3) Additional information

Tender documents will be available for download at the address indicated under heading I.1. The website will be updated regularly and it is the tenderers' responsibility to check for updates and modifications during the tendering period.

VI.4) **Procedures for appeal**

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

General Court
rue du Fort Niedergrünwald
2925 Luxembourg
LUXEMBOURG
E-mail: generalcourt.registry@curia.europa.eu
Telephone: +352 4303-1
Internet address: <http://curia.europa.eu>
Fax: +352 4303-2100

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge of the plaintiff. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

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

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

16.3.2015