



European Union

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Contract notice
(Directive 2004/18/EC)

Section I : Contracting authority

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

Official name: [European Commission, Directorate-General for Energy](#) National ID: *(if known)*

Postal address: [Rue Demot 24-26](#)

Town: [Brussels](#)

Postal code: [1049](#)

Country: [Belgium \(BE\)](#)

Contact point(s):

Telephone:

For the attention of:

E-mail: ENER-C1-TENDERS@EC.EUROPA.EU

Fax:

Internet address(es): *(if applicable)*

General address of the contracting authority/entity: *(URL)* <http://ec.europa.eu/energy/en>

Address of the buyer profile: *(URL)*

Electronic access to information: *(URL)* <https://ec.europa.eu/energy/en/funding-and-contracts/calls-tender>

Electronic submission of tenders and requests to participate: *(URL)*

Further information can be obtained from

- The above mentioned contact point(s) Other (please complete Annex A.I)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from

- The above mentioned contact point(s) Other (please complete Annex A.II)

Tenders or requests to participate must be sent to

- The above mentioned contact point(s) Other (please complete Annex A.III)

I.2) Type of the contracting authority

- Ministry or any other national or federal authority, including their regional or local sub-divisions
- National or federal agency/office
- Regional or local authority
- Regional or local agency/office
- Body governed by public law
- European institution/agency or international organisation
- Other: *(please specify)*

I.3) Main activity

- General public services

- Defence
- Public order and safety
- Environment
- Economic and financial affairs
- Health
- Housing and community amenities
- Social protection
- Recreation, culture and religion
- Education
- Other: *(please specify)*
 Energy

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

The contracting authority is purchasing on behalf of other contracting authorities:

yes no

information on those contracting authorities can be provided in Annex A

Section II : Object of the contract

II.1) Description :

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

[ENER/C1/2015-438/4 - Technical assistance concerning the reporting requirements on biofuels and bioliquids stemming from the Directive \(EU\) 2015/1513](#)

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

choose one category only – works, supplies or services – which corresponds most to the specific object of your contract or purchase(s)

- | | | |
|---|---|--|
| <input type="radio"/> Works | <input type="radio"/> Supplies | <input checked="" type="radio"/> Services |
| <input type="checkbox"/> Execution | <input type="checkbox"/> Purchase | Service category No: 8 |
| <input type="checkbox"/> Design and execution | <input type="checkbox"/> Lease | Please see Annex C1 for service categories |
| <input type="checkbox"/> Realisation, by whatever means of work, corresponding to the requirements specified by the contracting authorities | <input type="checkbox"/> Rental | |
| | <input type="checkbox"/> Hire purchase | |
| | <input type="checkbox"/> A combination of these | |

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

[The tasks will be performed on the contractor's premises. However, meetings between the contractor and the Commission shall be held on Commission premises in Brussels.](#)

NUTS code:

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

- The notice involves a public contract
- The notice involves the establishment of a framework agreement
- The notice involves the setting up of a dynamic purchasing system (DPS)

II.1.4) Information on framework agreement : *(if applicable)*

- Framework agreement with several operators
- Framework agreement with a single operator

Number :

or

(if applicable) maximum number : of participants to the framework agreement envisaged

Duration of the framework agreement

Duration in years : or in months :

Justification for a framework agreement, the duration of which exceeds four years :

Estimated total value of purchases for the entire duration of the framework agreement *(if applicable, give figures only)*

Estimated value excluding VAT : Currency :

or

Range: between : : and : : Currency :

Frequency and value of the contracts to be awarded : *(if known)*

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

The objective of the contract is to provide Technical assistance concerning the reporting requirement of the European Commission on biofuels and other renewable fuels stemming from the Directive (EU) 2015/1513 as regards the measures aiming to address the ILUC impacts of the EU biofuel policy.

II.1.6) Common procurement vocabulary (CPV) :

	Main vocabulary	Supplementary vocabulary (if applicable)
Main object	73200000	

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

The contract is covered by the Government Procurement Agreement (GPA) : yes no

II.1.8) Lots: (for information about lots, use Annex B as many times as there are lots)

This contract is divided into lots: yes no

(if yes) Tenders may be submitted for

one lot only

one or more lots

all lots

II.1.9) Information about variants:

Variants will be accepted : yes no

II.2) Quantity or scope of the contract :

II.2.1) Total quantity or scope : (including all lots, renewals and options, if applicable)

(if applicable, give figures only)

Estimated value excluding VAT : 220000.00 Currency : EUR

or

Range: between : : and : : Currency :

II.2.2) Information about options : (if applicable)

Options : yes no

(if yes) Description of these options :

(if known) Provisional timetable for recourse to these options :

in months : or in days : (from the award of the contract)

II.2.3) Information about renewals : (if applicable)

This contract is subject to renewal: yes no

Number of possible renewals: (if known) or Range: between : and:

(if known) In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: or in days: (from the award of the contract)

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

Duration in months : 9 or in days: (from the award of the contract)

or

Starting: (dd/mm/yyyy)
Completion: (dd/mm/yyyy)

Section III : Legal, economic, financial and technical information

III.1) Conditions relating to the contract:

III.1.1) Deposits and guarantees required: *(if applicable)*

Please refer to tender specifications.

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

Payments shall be made in accordance with the provisions specified in the draft service contract (Annex 5).

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

See tender specifications.

III.1.4) Other particular conditions: *(if applicable)*

The performance of the contract is subject to particular conditions : yes no

(if yes) Description of 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:

Information must be provided as set out in the standard identification forms attached to the tender specifications:

- Annex I - Identification of the tenderer
- Annex II - Financial Identification
- Annex III - Legal Entity Form

III.2.2) Economic and financial ability:

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

Minimum level(s) of standards possibly required: *(if applicable)*

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 annual turnover of above € 200,000 for each of the last three financial years for which the accounts have been closed.

The following evidence should be provided:

- Copy of the profit & loss account for the last three years for which accounts have been closed.

III.2.3) Technical capacity:

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

Minimum level(s) of standards possibly required: (if applicable)

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 interdisciplinary experience in the following fields: Economic modelling and qualitative analysis of agricultural and energy markets (including food, feed, energy and other uses), greenhouse gas calculation methodologies, econometrics, technical and quality specifications used in trade of agricultural and forest-based commodities, fuels and biofuels with at least 5 projects delivered in this field in the last three years with a minimum value for each project of € 200,000.00.
- The tenderer must prove experience of working and drafting reports in English with at least 3 studies delivered in English in the last three years.
- In relation to data collection, tenderers must demonstrate the proof of access authorization to specific databases, research publications as well as to other necessary data sources and relevant researchers and stakeholders in the EU Member States and third countries for carrying out the work specified in tender specifications, or the capacity to obtain this access should the contract be awarded to them.
- The tenderer must prove capacity to draft high quality and sophisticated reports in English. The tenderer must prove experience in modelling; data collection, statistical analyses including graphical data representation, qualitative analysis, drafting reports and recommendations.

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

- In-depth knowledge of scientific research and scientific evidence analysis in area of indirect land use change impacts of biofuel policies in the EU and in third countries, including the research on ILUC mitigation
- In-depth knowledge of existing economic and bio-physical modelling for the quantification of ILUC greenhouse gas emissions in energy sector
- In-depth understanding of the global and EU biofuel market inter-linkages with the agriculture markets and the global and the EU transport fuel markets, including greenhouse gas emission calculation
- In-depth knowledge of the EU renewable energy and biofuel policy and the relevant EU legislation
- Very good understanding of the relevant biofuel policies and production pathways in the largest biofuel producers in third countries
- Expertise in econometrics

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 projects of a

similar size (at least € 200,000) and coverage (global agricultural markets), with experience in management of inter-disciplinary expert teams of at least 5 people. Experts: Experts who will carry out the work must have worked successfully in fields related to this contract (indirect land use change research in relation to production of biofuels and bioliquids, greenhouse gas emissions of transport fuels, agriculture- and energy markets). Relevant higher education degree and/ or 5 years' professional experience in the following fields: a) agricultural market, b) energy market, c) econometrics, d) economic and bio-physical (emissions from land use and land use change) modelling and/or analysis.

III.2.4) Information about reserved contracts: *(if applicable)*

- The contract is restricted to sheltered workshops
- The execution of the contract is restricted to the framework of sheltered employment programmes

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: yes no
(if yes) Reference to the relevant law, regulation or administrative provision :

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 no

Section IV : Procedure

IV.1) Type of procedure:

IV.1.1) Type of procedure:

Open

Restricted

Accelerated restricted

Justification for the choice of accelerated procedure:

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) : yes no
(if yes, provide names and addresses of economic operators already selected under Section VI.3 Additional information)

Accelerated negotiated

Justification for the choice of accelerated procedure:

Competitive dialogue

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate: (restricted and negotiated procedures, competitive dialogue)

Envisaged number of operators:

or

Envisaged minimum number: and (if applicable) maximum number

Objective criteria for choosing the limited number of candidates:

IV.1.3) Reduction of the number of operators during the negotiation or dialogue: (negotiated procedure, competitive dialogue)

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated : yes no

IV.2) Award criteria

IV.2.1) Award criteria (please tick the relevant box(es))

Lowest price

or

The most economically advantageous tender in terms of

the criteria stated below (the award criteria should be given with their weighting or in descending order of importance where weighting is not possible for demonstrable reasons)

the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

Criteria	Weighting	Criteria	Weighting
1.		6.	
2.		7.	
3.		8.	
4.		9.	

Criteria	Weighting	Criteria	Weighting
5.		10.	

IV.2.2) Information about electronic auction

An electronic auction will be used yes no

(if yes, if appropriate) Additional information about electronic auction:

IV.3) Administrative information:

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

[ENER/C1/2015-438/4](#)

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

yes no

(if yes)

Prior information notice Notice on a buyer profile

Notice number in the OJEU: of: (dd/mm/yyyy)

Other previous publications (if applicable)

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document: (in the case of a competitive dialogue)

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

Date: Time:

Payable documents yes no

(if yes, give figures only) Price: Currency:

Terms and method of payment:

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

Date: [07/03/2016](#) Time:

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates: (if known, in the case of restricted and negotiated procedures, and competitive dialogue)

Date:

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

Any EU official language

Official EU language(s):

Other:

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

until: :

or

Duration in months : 6 or in days : (from the date stated for receipt of tender)

IV.3.8) Conditions for opening of tenders:

Date : 15/03/2016 (dd/mm/yyyy) Time 09:00

(if applicable) Place: Directorate-General for Energy - Rue De Mot 24-26 - 1040 Brussels

Persons authorised to be present at the opening of tenders (if applicable) :

yes no

(if yes) Additional information about authorised persons and opening procedure:

1 representative of each tenderer may attend the official opening.

Section VI: Complementary information

VI.1) Information about recurrence: *(if applicable)*

This is a recurrent procurement : yes no

(if yes) Estimated timing for further notices to be published:

VI.2) Information about European Union funds:

The contract is related to a project and/or programme financed by European Union funds : yes no

(if yes) Reference to project(s) and/or programme(s):

[Horizon 2020 Work Programme](#)

VI.3) Additional information: *(if applicable)*

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

VI.4) Procedures for appeal:

VI.4.1) Body responsible for appeal procedures:

Official name: [General Court of the European Union](#)

Postal address: [Rue du Fort Niedergrünwald](#)

Town: [Luxembourg](#)

Postal code: [2925](#)

Country: [Luxembourg \(LU\)](#)

Telephone: [+352 4303-1](#)

E-mail: generalcourt.registry@curia.europa.eu

Fax: [+352 4303-2100](#)

Internet address: *(URL)* <http://curia.europa.eu>

Body responsible for mediation procedures *(if applicable)*

Official name: [The European Ombudsman](#)

Postal address: [1 Avenue du Président Robert Schuman, PO Box 403](#)

Town: [Strasbourg](#)

Postal code: [67001](#)

Country: [France \(FR\)](#)

Telephone: [+33 388172313](#)

E-mail: eo@ombudsman.europa.eu

Fax: [+33 388179062](#)

Internet address: *(URL)* <http://www.ombudsman.europa.eu>

VI.4.2) Lodging of appeals: *(please fill in heading VI.4.2 or if need be, heading VI.4.3)*

[Within 2 months of the notification letter informing about the result of the tender or, failing this, the date on which the claimant was informed thereof. The lodging of the complaint with the European Ombudsman can neither suspend the deadline nor give rise to a new deadline.](#)

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

Official name: [General Court of the European Union](#)

Postal address: [Rue du Fort Niedergrünwald](#)

Town: [Luxembourg](#)

Postal code: [2925](#)

Country: [Luxembourg \(LU\)](#)

Telephone: [+352 4303-1](#)

E-mail: generalcourt.registry@curia.europa.eu

Fax: [+352 4303-2100](#)

Internet address: (URL) <http://curia.europa.eu>

VI.5) Date of dispatch of this notice:

Annex A
Additional addresses and contact points

I) Addresses and contact points from which further information can be obtained

Official name: National ID: *(if known)*
Postal address:
Town: Postal code: Country:
Contact point(s): Telephone:
For the attention of:
E-mail: Fax:
Internet address: *(URL)*

II) Addresses and contact points from which specifications and additional documents can be obtained

Official name: National ID: *(if known)*
Postal address:
Town: Postal code: Country:
Contact point(s): Telephone:
For the attention of:
E-mail: Fax:
Internet address: *(URL)*

III) Addresses and contact points to which tenders/requests to participate must be sent

Official name: National ID: *(if known)*
Postal address:
Town: Postal code: Country:
Contact point(s): Telephone:
For the attention of:
E-mail: Fax:
Internet address: *(URL)*

IV) Address of the other contracting authority on behalf of which the contracting authority is purchasing

Official name National ID (if known):
Postal address:
Town Postal code
Country

----- (Use Annex A Section IV as many times as needed) -----

Annex B
Information about lots

Title attributed to the contract by the contracting authority

Lot No : **Lot title :**

1) Short description:

2) Common procurement vocabulary (CPV):

Main vocabulary:

3) Quantity or scope:

(if known, give figures only) Estimated cost excluding VAT:

Currency:

or

Range: between :

and:

Currency:

4) Indication about different date for duration of contract or starting/completion: (if applicable)

Duration in months : or in days : (from the award of the contract)

or

Starting: (dd/mm/yyyy)

Completion: (dd/mm/yyyy)

5) Additional information about lots:

Annex C1 – General procurement
Service categories referred to in Section II: Object of the contract
Directive 2004/18/EC

Category No [1]	Subject
1	Maintenance and repair services
2	Land transport services [2], including armoured car services, and courier services, except transport of mail
3	Air transport services of passengers and freight, except transport of mail
4	Transport of mail by land [3] and by air
5	Telecommunications services
6	Financial services: a) Insurances services b) Banking and investment services [4]
7	Computer and related services
8	Research and development services [5]
9	Accounting, auditing and bookkeeping services
10	Market research and public opinion polling services
11	Management consulting services [6] and related services
12	Architectural services; engineering services and integrated engineering services; urban planning and landscape engineering services; related scientific and technical consulting services; technical testing and analysis services
13	Advertising services
14	Building-cleaning services and property management services
15	Publishing and printing services on a fee or contract basis
16	Sewage and refuse disposal services; sanitation and similar services
Category No [7]	Subject
17	Hotel and restaurant services
18	Rail transport services
19	Water transport services
20	Supporting and auxiliary transport services
21	Legal services
22	Personnel placement and supply services [8]
23	Investigation and security services, except armoured car services
24	Education and vocational education services
25	Health and social services
26	Recreational, cultural and sporting services [9]
27	Other services

1 Service categories within the meaning of Article 20 and Annex IIA to Directive 2004/18/EC.

2 Except for rail transport services covered by category 18.

3 Except for rail transport services covered by category 18.

4 Except financial services in connection with the issue, sale, purchase or transfer of securities or other financial instruments, and central bank services. The following are also excluded: services involving the acquisition or rental, by whatever financial means, of land, existing buildings or other immovable property or concerning rights thereon. However, financial service contracts concluded at the same time as, before or after the contract of acquisition or rental, in whatever form, shall be subject to the Directive.

- 5 Except research and development services other than those where the benefits accrue exclusively to the contracting authority for its use in the conduct of its own affairs on condition that the service provided is wholly remunerated by the contracting authority.
- 6 Except arbitration and conciliation services.
- 7 Service categories within the meaning of Article 21 and Annex IIB of Directive 2004/18/EC.
- 8 Except employment contracts.
- 9 Except contracts for the acquisition, development, production or co-production of program material by broadcasters and contracts for broadcasting time.