

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:256988-2011:TEXT:EN:HTML>

**AT-Vienna: external evaluation of the European Union Agency for Fundamental Rights
2011/S 155-256988**

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S)

European Union Agency for Fundamental Rights

Schwarzenbergplatz 11

Attn: Procurement Section

1040 Vienna

AUSTRIA

Tel. +43 158030610

E-mail: procurement@fra.europa.eu

Fax +43 158030691

Internet address(es)

General address of the contracting authority <http://www.fra.europa.eu>

Further information can be obtained at: As in above-mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s)

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

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES

European institution/agency or international organisation

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

External evaluation of the European Union Agency for Fundamental Rights.

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

Services

Service category: No 27

Main place of performance The place of performance of the tasks shall be the contractor's premises or any other place indicated in the tender.

NUTS code AT130

II.1.3) The notice involves

A public contract

II.1.4) Information on framework agreement

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

The overall objective of the study to be contracted will be to evaluate the effectiveness, efficiency, added value, utility, coordination & coherence of the contribution made by the European Union Agency for Fundamental Rights (FRA).

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

73000000

II.1.7) **Contract covered by the Government Procurement Agreement (GPA)**

No

II.1.8) **Division into lots**

No

II.1.9) **Variants will be accepted**

No

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

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

The estimated volume of the present contract is 300 000 EUR, excluding VAT.

Depending on the budget availability and the needs of the contracting authority, this volume could be increased up to 50 %.

Excluding VAT 300 000 EUR

II.2.2) **Options**

No

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION**

Duration in months: 11 (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**

No financial guarantees are required.

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

Please refer to Section 7 of the tender specifications (Annex A) and Article 1.4 of the draft services contract (Annex B), available at http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

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

Joint tenders submitted by several economic operators (a consortium) are allowed. In such cases, 1 of the members must be designated as the group leader or group manager. All members of a consortium or a group of companies (i.e. the leader and all other members) are jointly and severally liable towards the contracting authority. Changes in the composition of the consortium or group of companies must be expressly authorised by the contracting authority.

III.1.4) **Other particular conditions to which the performance of the contract is subject**

No

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 requirements are met: Exclusion criteria: please refer to Section 17.1 of the tender specifications (Annex A), available at http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

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

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if requirements are met:

Please refer to Section 17.2.1(a) of the tender specifications (Annex A), available at http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

Minimum level(s) of standards possibly required

Please refer to Section 17.2.1(b) of the tender specifications (Annex A), available at http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

III.2.4) **Reserved contracts**

No

III.3) **CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

III.3.1) **Execution of the service is reserved to a particular profession**

No

III.3.2) **Legal entities 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 below

1. Quality of the multidisciplinary approach. Weighting 75

2. Efficiency of project management plan and quality of work programme. Weighting 15

3. Quality of the document provided by the contractor. Weighting 10

IV.2.2) **An electronic auction will be used**

No

IV.3) **ADMINISTRATIVE INFORMATION**

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

D-SE-11-T03.

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

Prior information notice

Notice number in OJ: [2011/S 70-113040](http://ted.europa.eu/2011/S_70-113040) of 9.4.2011

IV.3.3) **Conditions for obtaining specifications and additional documents**

Payable documents No

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

5.9.2011 - 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**

Spanish. Danish. German. Greek. English. French. Italian. Dutch. Portuguese. Finnish. Swedish. Czech. Estonian. Hungarian. Lithuanian. Latvian. Maltese. Polish. Slovak. Slovenian. Irish. Bulgarian. Romanian. Other: English is the working language of the FRA. Offers can be submitted in any of the official languages.

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

Duration in month(s): 6 (from the date stated for receipt of tender)

IV.3.8) **Conditions for opening tenders**

Date: 12.9.2011 - 10:30

Place

European Union Agency for Fundamental Rights, Schwarzenbergplatz 11, 1040 Vienna.

Persons authorised to be present at the opening of tenders Yes

An authorised representative of each tenderer may attend the opening of the bids. Companies wishing to attend are requested to notify their intention by sending a fax or e-mail at least 48 hours in advance to the fax number and e-mail address given in Section 14 of Annex A — tender specifications. This notification must be signed by an authorised officer of the tenderer and specify the name of the person who will attend the opening of the bids on the tenderer's behalf.

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT**

No

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS**

No

VI.3) **ADDITIONAL INFORMATION**

The evaluation of tenders on the basis of the award criteria, the financial evaluation and the awarding process are described in detail in Sections 18 and 19 of the tender specifications (Annex A), available at http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

VI.4) **PROCEDURES FOR APPEAL**

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

General Court of the European Union

boulevard Konrad Adenauer

2925 Luxembourg

LUXEMBOURG

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

Tel. +352 4303-1

Internet: <http://curia.europa.eu>

Fax +352 433766

VI.4.2) **Lodging of appeals**

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

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

4.8.2011