

## SERVICE CONTRACT NOTICE

### Accommodation and meals services for students participating in the summer school in Project 2SOFT/1.1/11 "Cross-Border Regional Hub of Competences for the Automotive Industry (CROSSCOMP)"

Location - Chisinau, Republic of Moldova

#### 1. Reference

2SOFT/1.1/11

#### 2. Procedure

Single tender

#### 3. Programme title

Joint Operational Programme Romania – Republic of Moldova 2014-2020

#### 4. Financing

Budget line: 5.4.1 (*General Budget of the European Union*)

#### 5. Contracting authority

Technical University of Moldova

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## CONTRACT SPECIFICATION

#### 6. Nature of contract

Global price

#### 7. Contract description

The purpose of this contract is to ensure the necessity and efficient use of financial resources under the Project 2SOFT/1.1/11 "Cross-Border Regional Hub of Competences for the Automotive Industry (CROSSCOMP)". The Contracting Authority will contract a Service provider to ensure the logistics of the Exchange Program for 15 students from Gh. Asachi Technical University in Iași, Romania to the Technical University of Moldova, namely: accommodation and food 7 days. The procurement rules will be those foreseen by PRAG rules. The contract is Global Price type contract under PRAG 2021.

#### 8. Number and titles of lots

One lot only

#### 9. Maximum budget

10,500.00 EUR

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## CONDITIONS OF PARTICIPATION

### 10. Legal basis, eligibility and rules of origin

The legal basis of this procedure is Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action.

Participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping – consortium – of candidates/tenderers) which are effectively established in a Member State of the European Union or in an eligible country or territory as defined under Article 8 of Regulation (EU) No 236/2014 establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable instrument under which the contract is financed.

Participation is also open to international organisations.

Participation financed by the European Instrument for Democracy and Human Rights (EIDHR) and the Instrument contributing to Stability and Peace (IcSP)<sup>1</sup> is fully untied<sup>2</sup>.

### 11. Number of tenders

No more than one tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

### 12. Grounds for exclusion

As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.6.10.1. of the practical guide.

Tenderer included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

### 13. Sub-contracting

Subcontracting is allowed.

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## PROVISIONAL TIMETABLE

### 14. Provisional commencement date of the contract

July 12, 2022

### 15. Implementation period of the tasks

7 days: in the time period July 18 - July 24, 2022

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<sup>1</sup> Regulation (EU) No 230/2014 of the European Parliament and of the Council of 11 March 2014 establishing an instrument contributing to stability and peace (OJ L 77, 15.3.2014, p. 1).

<sup>2</sup> Article 11 CIR.

# SELECTION AND AWARD CRITERIA

## 16. Selection criteria

### Capacity-providing entities

An economic operator (i.e. candidate or tenderer) may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links it has with them. If the economic operator relies on other entities, it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment by those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality as the economic operator relying on them and must comply with the selection criteria for which the economic operator relies on them. **Furthermore, the data for this third entity for the relevant selection criterion should be included in a separate document.** Proof of the capacity will also have to be provided when requested by the contracting authority.

With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the tasks for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the economic operator relies, become jointly and severally liable for the performance of the contract.

The following selection criteria will be applied to the tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

The tenderer shall not use previous experience which caused breach of contract and termination by a contracting authority as a reference for selection criteria.

The selection criteria for each tenderer are as follows:

**1) Economic and financial capacity of the tenderer** (based on item 3 of the tender form). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three financial years for which accounts have been closed.

*• the average annual turnover of the tenderer must exceed the annualised maximum budget of the contract i.e. the maximum budget stated in the contract notice divided by the initial contract duration in years, where this exceeds 1 year (minimum annual turnover requested may not exceed 2 times the estimated annual contract value, except in duly justified cases motivated in the tender dossier).*

**2) Professional capacity of the tenderer** (based on items 4 of the tender form).

The reference period which will be taken into account will be the last three years preceding the submission deadline.

*• has sufficient ongoing staff resources and expertise to be able to handle the proposed contract.*

**3) Technical capacity of tenderer** (based on items 5 and 6 of the tender form).

The reference period which will be taken into account will be the last three years preceding the

submission deadline.

- *the tenderer has provided services under at least one contract with a budget of at least that of this contract in last two years.*

This means that the service contract the tenderer refers to could have been started at any time during the indicated period but it does not necessarily have to be completed during that period, nor implemented during the entire period. Tenderers are allowed to refer either to service contracts completed within the reference period (although started earlier) or to service contracts not yet completed. Only the portion satisfactorily completed during the reference period will be taken into consideration. This portion will have to be supported by documentary evidence (-statement or certificate from the entity which awarded the contract, proof of payment) also detailing its value. If a tenderer has implemented the service contract in a consortium, the percentage that the tenderer has successfully completed must be clear from the documentary evidence, together with a description of the nature of the services provided if the selection criteria relating to the pertinence of the experience have been used.

Previous experience which would have led to breach of contract and termination by a contracting authority shall not be used as reference. This is also applicable concerning the previous experience of experts required under a fee-based service contract.

## **17. Award criteria**

Best price-quality ratio.

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# **TENDERING**

## **18. Deadline for submission of tenders**

The deadline for submission of tenders is specified in point 8 of the instruction to tenderers.

## **19. Tender format and details to be provided**

Tenders must be submitted using the standard tender form for simplified procedures, the format and instructions of which must be strictly observed. The tender form is available from the following internet address: <http://ec.europa.eu/europeaid/prag/annexes.do?group=B>, under the zip file called Simplified Tender dossier.

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

<http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

## **20. How tenders may be submitted**

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 8 of the instructions to tenderers.

Tenders submitted by any other means will not be considered.

By submitting a tender tenderers accept to receive notification of the outcome of the procedure by electronic means.

### **21. Alteration or withdrawal of tenders**

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 9 of the instructions to tenderers.

### **22. Operational language**

All written communications for this tender procedure and contract must be in English.

### **23. Additional information**

Financial data to be provided by the candidate in the standard application form must be expressed in **EUR**. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to **EUR** shall be made in accordance with the InfoEuro exchange rate of the applicable InforEuro exchange rate, which correspond to the the month and year corresponding to the deadline for submitting applications, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.