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TN-Tunis: ENPI — mobilisation of short-term experts for industrial businesses and support bodies in Tunisia as part of the implementation of the programme to support the competitiveness of businesses and facilitate access to the market (PCAM)

2010/S 189-287662

Mediterranean partner countries — Tunisia (TN)

Service contract notice

Common procurement vocabulary (CPV)

Main object:

71356200 Technical assistance services

Additional objects:

80531000 Industrial and technical training services

1. **Publication reference:**

EuropeAid/129939/D/SER/TN.

Internet address:

general address of the contracting authority: <http://www.industrie.gov.tn/>

2. **Procedure:**

Restricted.

3. **Programme:**

ENPI.

4. **Financing:**

Financing agreement.

5. **Contracting authority:**

Ministry of Industry and Technology (MIT).

6. **Type of contract:**

Unit price contract.

7. **Contract description:**

This contract is part of the programme financed by the European Commission to support the competitiveness of businesses and facilitate access to the market.

The aim of the PCAM programme is to carry out activities within businesses or support bodies with a view to facilitating trade with the Member States of the European Union and to comply with requirements, in particular regulations and standards, of the European Union market in industrial sectors and in industry and export-related services.

The contract will involve providing the programme with highly-qualified experts whose aim will be to:

* for lot 1:

(i) carry out awareness-raising activities in quality-related fields;

(ii) accompany 400 Tunisian businesses to improve their performance by setting up quality measures; and

(iii) assist 40 businesses in a move towards CE marking;

* for lot 2:

(i) carry out awareness-raising activities for businesses on improving business management;

(ii) provide at least 300 businesses with technical assistance to enable them, in particular, to modernise industrial management, introduce new products and technologies, and improve non-technical areas of business management;

* for lot 3:

(i) carry out awareness-raising activities and technical training for Tunisian businesses (and consultancy firms) on the need to implement (including the related constraints and procedures) the new regulation on the compliance of industrial products destined for the Community market, and covering all the available instruments in this field;

(ii) provide technical assistance and training for equipment beneficiaries, and for other infrastructure components.

8. **Number and titles of lots:**

The contract is divided into lots: yes.

Number of lots: 3.

Titles of lots:

1. quality: awareness raising, training and technical assistance for businesses in order to set up a reference system for quality management (ISO 9001, ISO 14001, ISO/TS16949, OHSAS 18001, ISO 22000, QSE, etc.); budget of 4 500 000 EUR;

2. coaching: awareness raising, training and technical assistance for businesses (coaching) with a view to becoming proficient in technical and non-technical management, production, industrial-management and marketing tools, etc.; budget of 3 000 000 EUR;

3. training and technical assistance necessary for proficiency in the laboratory resources associated with the application of European directives on electric and construction products, for supporting the analytical resources of laboratories operating in the agribusiness sector, and, in general, for acknowledging all components of the quality infrastructure, at European and international levels; budget of 750 000 EUR.

9. **Budget:**

Maximum budget: 8 250 000 EUR.

10. **Additional services:**

Subject to the availability of funding, the contracting authority may decide at its own discretion to extend the duration and/or scope of the contract, without however exceeding the initial contract value and duration. Any contract renewal is subject to the satisfactory performance of the tasks by the contractor.

Conditions for participation

11. **Eligibility:**

Participation in the contract is open to all legal entities (participating individually or as part of a grouping (consortium) of candidates) who reside in a European Union Member State or in a country or territory in the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed (see also point 29 below). International organisations may also take part. Participation of natural persons is governed by the specific instruments applicable to the programme under which the contract is financed.

12. **Application:**

Any eligible natural person or legal entity (as defined in point 11 above) or grouping of said parties (consortium) may apply.

A consortium can be a permanent grouping with legal status or an informal grouping created with a specific invitation to tender in mind. All the members of a consortium (i.e. lead company and all other partners) shall be jointly and severally liable vis-à-vis the contracting authority.

Should an ineligible natural person or legal entity (as defined in point 11) take part, the application concerned will be automatically disqualified. If said ineligible party belongs to a consortium, the application from the whole consortium will be disqualified.

13. **Number of applications:**

Natural persons or legal entities may submit 1 application only, irrespective of whether they take part as a sole legal entity, or as a lead company or member of a consortium submitting an application. Should a natural person or legal entity submit more than 1 application, all the applications involving said party will be disqualified. Candidates may submit an application for 1, several or all lots, but only 1 application per lot. The contracts will be awarded on a lot-by-lot basis and each lot will constitute a separate contract.

14. **Prohibition on alliances between shortlisted candidates:**

Tenders which include companies not mentioned on the application forms used to compile the shortlist will be disqualified from this restricted procedure. Shortlisted candidates may not form alliances or subcontract to each other for the contract in question.

15. **Grounds for exclusion:**

Candidates must sign and enclose with their application the statement provided in the standard application form confirming that they are not in any of the exclusion situations described in point 2.3.3 of the Practical Guide to contract procedures for EU external actions.

16. **Subcontracting:**

Subcontracting is not permitted.

17. **Number of candidates invited to tender:**

Between 4 and 8 candidates will be invited to submit a detailed tender for this contract, on the basis of the applications received. If the number of eligible candidates fulfilling the selection criteria is less than the minimum of 4, the contracting authority may invite those candidates fulfilling the criteria to tender.

Provisional timetable

18. **Scheduled date for dispatch of invitations to tender:**

15.12.2010.

19. **Provisional start date for the contract:**

1.4.2011.

20. **Initial length:**

Duration in months: 30 (from the award of the contract).

Selection and award criteria

21. **Selection criteria:**

Identical criteria for natural persons and legal entities.

The following selection criteria will be applied to candidates. If the application is submitted by a consortium, these criteria will apply to the consortium as a whole.

1) Candidate's economic and financial capacity:

if the candidate is a public body, equivalent information must be submitted:

1. the tenderer's average annual turnover in the past 3 financial years (2007, 2008 and 2009) must be at least twice the maximum annualised budget for the lot in the tender, as stated in the prior information notice (see point 28 of this contract notice);
2. the tenderer's cash and cash equivalents at the beginning and end of the past 3 financial years must be in surplus.

2) Candidate's professional capacity:

1. the candidate must have documentary proof of his professional capacity with regard to this contract (certificates, attestations, etc.); documentary evidence to be provided;
2. at least 10 of the candidate's staff must be currently working in fields related to this contract;
3. at least 20 % of all the staff on the candidate's payroll working this year in fields related to this contract must be on permanent contracts.

3) Candidate's technical capacity:

1. the candidate must have worked successfully during the past 3 years on at least 2 projects in fields related to that of this contract; documentary evidence to be provided;
2. the candidate must have specific experience in assistance and/or training in the fields of quality and/or quality infrastructure and/or general improvement in the performance of SMEs and support bodies (at least 3 references).

An economic operator may, if necessary and for a specific contract, make use of the capacities of other bodies irrespective of the legal nature of the connection between himself and said bodies. In this event, he must provide the contracting authority with proof that he will have the resources needed to carry out the contract by, for example, producing a written commitment by said bodies to make such resources available. These bodies, e.g. the economic operator's parent company, must observe the same eligibility rules, notably regarding nationality, as the economic operator.

If more than 8 eligible candidates meet the aforementioned selection criteria, then the strengths and weaknesses of these applications must be re-examined to identify the 8 best applications. Only the following criteria will be considered in this re-examination:

- the number of projects in field 3) 1. (decisive criterion and, in the event of a draw, criterion 3) 2. will be used), the number of assistance and/or training activities in field 3) 2.

22. **Award criterion:**
Best quality/price ratio.

Application

23. **Final date for receipt of applications:**

5.11.2010 (12:00), local time.

Applications received after this deadline will be rejected.

24. **Application submission procedures and information to be supplied:**

Applications must strictly comply with submission procedures and the instructions of the standard application form, available on the Internet at the following address: http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_fr.htm

Additional documentation (brochure, letter, etc.) enclosed with the application will not be considered.

25. **Procedures for dispatch of applications:**

Applications must only be sent to the contracting authority in French:

- either by registered post (official postal service), to the following address:

National manager of the programme to support the competitiveness of businesses and facilitate access to the market (PCAM), Central Registry of the Ministry of Industry and Technology, Beya Building, 40 rue 8011, Montplaisir, 1002Tunis, TUNISIA,

- or by hand delivery (including courier service) to the contracting authority itself, against a signed and dated acknowledgement of receipt, at the aforementioned address for the attention of the National manager of the programme to support the competitiveness of businesses and facilitate access to the market (PCAM).

The contract title and publication reference (see point 1 above) must be clearly marked on the envelope containing the application and must be quoted in all subsequent correspondence with the contracting authority. Applications submitted in any other way will be rejected.

26. **Amendments to or withdrawal of applications:**

Candidates may amend or withdraw their application by giving notice thereof in writing before the final date for receipt of applications. Applications cannot be amended once this deadline has passed.

Notice of amendments or withdrawal must be drawn up and sent as per the instructions given in point 25.

The word 'Modification' (amendment) or 'Retrait' (withdrawal), as applicable, must be written on the outside envelope and on the inner envelope (if applicable).

27. **Working language:**

All correspondence concerning this invitation to tender procedure and contract must be in French.

28. **Date of publication of the prior information notice:**

16.4.2010.

29. **Legal basis:**

Budget: Regulation (EC) No 1638/2006 of the European Parliament and of the Council of 24.10.2006 laying down general provisions establishing a European Neighbourhood and Partnership Instrument (OJEU — L 310/1 of 9.11.2006).

30. **Additional information:**

Not applicable.

31. **Date of dispatch of this notice:**

17.9.2010.