

CALL FOR EXPRESSIONS OF INTEREST

Geography of COVID-19 outbreak and first policy answers in European regions and cities

ESPON EGTC

26 May 2020

Implementation Framework: The Single Operation within the ESPON 2020 Cooperation Programme implemented by the ESPON EGTC. The ESPON 2020 Monitoring Committee approved the Single Operation on 20 November 2015. The Single Operation is co-financed by the European Regional Development Fund via the ESPON 2020 Cooperation Programme.

1 GENERAL

1.1 Contracting authority

ESPON EGTC

4, Rue Erasme

L-1468 Luxembourg

Grand Duchy of Luxembourg

1.2 Purpose

The objective of this call for expressions of interest is to establish a list of economic operators interested to develop a small research on the territorial dimension of the impact of Covid-19 pandemic and regional policies in Europe during the first months of the outbreak.

1.3 Deadline

This **call for expressions of interest will be open until 07th June 2020** (subject to extension, as needed by the contracting authority).

1.4 General description of the procedure

Participation in this call is open on equal terms to all natural and legal persons coming within the scope of the Treaties.

The contracting authority will draw up a list of economic operators which will be invited to submit an offer on the basis of tendering documentation provided by the contracting authority at a later stage.

Inclusion on the list entails no obligation on the part of the contracting authority concerning the conclusion of contracts. Expenditure on preparing and submitting application is non-refundable.

The economic operators can request their profile to be removed from the list and the contracting authority can remove any profile from the list at any moment on condition either party notifies the other in writing.

2 Preparation and submission of applications (Expressions of Interest)

2.1 Language and submissions

The interested economic operators can submit, by e-mail (to: tenders@espon.eu), questions and request for clarification until 2 June 2020.

All applications (Expressions of Interest) shall be submitted in English language, by e-mail (to: tenders@espon.eu) until the 7 June 2020.

The subject line of the application must contain the reference *ESPON - Covid -19 impact*.

2.2 Documents that must be submitted in the application

Any economic operator interested to participate in the procedure should send until the deadline the Application Form (Annex 1) dully completed.

2.3 Validity

All applications will be assumed to be valid until 15 July 2020.

2.4 Protection of personal data

When processing your expression of interest, such data shall be processed pursuant Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

For more information, please consult the legal notice in the ESPON's website: <https://www.espon.eu/legal-notice>

3 Evaluation and award of contracts

3.1 General description of the procedure

The contracting authority, in order to select a service provider, will implement a negotiated procedure in accordance with the provision of Luxembourg law on public procurement.

This procedure will be implemented in two phases:

Step 1: Expression of interest - selection of economic operators

The contracting authority will draw up a list of economic operators interested to conduct the research mentioned in Annex 2 based on the applications received.

All economic operators having sent the application duly filed until the deadline will be included in the list of interested economic operators.

Step 2: Invitation to submit an offer - award of the contract

The economic operators selected during the first phase will be invited to submit an offer on the basis of the tendering documentation provided by the contracting authority.

The contract will be awarded to the tenderer submitting the tender that offers the most economically advantageous tender, following the award criteria to be mentioned in the tendering documentation.

3.2 Exclusion criteria

The economic operators shall be excluded from participation in this procedure if:

(a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

(b) they or persons having powers of representation, decision making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of a Member State which has the force of *res judicata*;

(c) they have been guilty of grave professional misconduct;

(d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which

they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;

(e) they or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity.

(f) they are subject to an administrative penalty for being guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in a procurement procedure or failing to supply information, or being declared to be in serious breach of their obligation under a contract covered by the budget.

Evidence: The interested economic operators shall provide a declaration on their honour (Annex 1) duly signed and dated, stating that they are not in one of the situations described above. Original supporting documents **must** be provided **if and when requested**. The economic operators, who do not fulfil the above-listed exclusion criteria or do not submit all the required documents, may not be registered on the list of experts/service providers. However, for the latter cases, experts may decide to correct their documents by submitting a new and complete application.

Candidates will be excluded from a possible contract if they:

a) are guilty of misrepresentation in supplying the information required by the ESPON EGTC or fail to supply this information.

b) they have a conflict of interest in connection with the contract; a conflict of interest could arise in particular as a result of economic interests, political or national affinities, family or emotional ties or any other relevant connection or shared interest.

3.3 Budget

The maximum available budget for this activity is **EUR 60,000 (sixty thousand Euros)**, EXCLUSIVE of VAT but inclusive of all other taxes, disbursements, travel, accommodation and delivery costs.

Payment formalities will be included in the service contract to be signed with the awarded tenderer.

3.4 Ex-post transparency

The result of this public procurement procedure (name of the service provider and subject of the tasks executed) shall be published on the website of the ESPON EGTC.

4 Attachments:

Annex 1: Application form: European Single Procurement Document

Annex 2: Note on the research activity