Section I: Contracting authority

I.1) Name, addresses and contact point(s)
European Defence Agency
rue des Drapiers 17–23
For the attention of: Contracting Unit
1050 Brussels
BELGIUM
E-mail: procurement@eda.europa.eu
Fax: +32 25042975
Internet address(es):
General address of the contracting authority: http://www.eda.europa.eu
Further information can be obtained from: The above mentioned contact point(s)
Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from: The above mentioned contact point(s)
Tenders or requests to participate must be sent to: The above mentioned contact point(s)

I.2) Type of the contracting authority
European institution/agency or international organisation

I.3) Main activity
Defence

I.4) Contract award on behalf of other contracting authorities
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:
European capability assessment database.

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

II.1.4) Information on framework agreement

II.1.5) Short description of the contract or purchase(s)
The specific deliverable of this study is an HTML-based easy-to-use database containing various filters to assess the national defence forces' plans & programmes from an equipment and capability perspective. The database should focus on the existing and near future national plans and programmes.

II.1.6) **Common procurement vocabulary (CPV)**
48600000, 48610000

II.1.7) **Information about Government Procurement Agreement (GPA)**
The contract is covered by the Government Procurement Agreement (GPA): no

II.1.8) **Lots**
This contract is divided into lots: no

II.1.9) **Information about variants**
Variants will be accepted: no

II.2) **Quantity or scope of the contract**

II.2.1) **Total quantity or scope:**
Estimated value excluding VAT: 95 000 EUR

II.2.2) **Information about options**
Options: no

II.2.3) **Information about renewals**
This contract is subject to renewal: no

II.3) **Duration of the contract or time limit for completion**
Duration in months: 6 (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:**

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**
As in Article I.4 of the draft contract.

III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**
Consortia may submit a tender on condition that it complies with the rules of competition.
A consortium may be a permanent, legally established grouping or a grouping which has been constituted informally for a specific tender procedure.
Such groupings (or consortia) must specify the company or person heading the project (the leader) and must also submit a copy of the document authorising this company or person to submit a tender. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the contracting authority.

III.1.4) **Other particular conditions**
The performance of the contract is subject to particular conditions: 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 the requirements are met: Tenderers must not be in any of the exclusion criteria indicated in Section 3.1 of the tender specifications and must have the legal capacity to allow them to participate in this tender procedure. The tenderers, including all consortium members and all subcontractors where applicable, are asked to prove that they are authorised to perform the contract under their
national law as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation or entry in the VAT register.

III.2.2) Economic and financial ability
Information and formalities necessary for evaluating if the requirements are met: Proof of economic and financial capacity shall be furnished by the tenderer, including every consortium member, as follows:
where publication of the balance sheet is required under the law of the country where the economic operator is established, the tenderer shall complete and include in the offer a financial statement form as in Annex VIII to the tender specifications.
Please observe the following aspects in completing this financial statement: it should be certified by means of a signature of the chief accounting officer of the tendering organisation. EDA has the right during the tendering process and before awarding the contract to request further evidence on the tenderer's compliance with the economic & financial capacity requirement, in which case balance sheets and profit & loss accounts for the past financial years may be requested. In the case of a consortium submitting an offer, the financial statement should be included in the offer for all consortium partners. In the case of a physical person, the financial statement should be included in the offer where only the lines 16 and 17 need to be filled in and the financial statement can be signed by the physical person only;
balance sheets or extracts from balance sheets for at least the last 2 years for which accounts have been closed (where publication of the balance sheet is required under the company law of the country in which the economic operator is established);
a statement of overall turnover and turnover concerning services/supplies covered by the contract during the last 3 financial years.
If, for some exceptional reason which the EDA considers justified, the tenderer is unable to provide the information references requested by the contracting authority, he may prove his economic and financial capacity by any other means which the EDA considers appropriate. EDA reserves the right to ask subcontractors to prove their financial capacity should their share of work be substantial.
Minimum level(s) of standards possibly required: The tenderer, including every consortium member, must be in a stable financial position and have the economic and financial capacity to perform the contract.

III.2.3) Technical capacity
Information and formalities necessary for evaluating if the requirements are met:
The following documents or information must be presented as evidence of compliance with the technical and professional criteria:
— a list of the relevant services and/or projects (such as contracts, studies, etc.) and publications corresponding in terms of scope and complexity to the services of the present call for tenders provided in the past 5 years,
— a list of CVs of the project team members, clearly showing the knowledge and experience required above,
— a list of relevant military focal points (military entities) in all EDA pMSs and Norway and Switzerland,
— information on which parts or tasks of the assignment will be assumed by a consortium partner or a subcontractor. The respective subcontractor or consortium partner should be specified for each part or task,
— any other document which could demonstrate the tenderer's technical and professional capacity according to the requirements set in this paragraph.
The technical and professional capacity will be assessed in relation to the combined capacities of all the consortium members (leader and member(s)) and the subcontractor(s), if any, as a whole.
Minimum level(s) of standards possibly required:
To successfully contract the study, the tenderer shall have:
— in-depth knowledge of military capabilities and the basic military capability development process,
— access to internal or external sources such as libraries with state-of-the-art military technology knowledge,
— IT programming skills in HTML and SQL programming,
— experience in conducting workshops with military leaders and defence matter experts,
— capacity to identify the relevant military and civil points of contact in all European Union Member States and Norway and Switzerland,
— a good understanding of the capability development plan within EDA including the role of the European Defence Agency and its participating Member States,
— a team of experts in possession of the necessary knowledge and experience as mentioned above.

III.2.4) Information about reserved contracts

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: no

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

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

IV.2.2) Information about electronic auction

An electronic auction will be used: no

IV.3) Administrative information

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

13.ARM.OP.517.

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

no

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document

Time limit for receipt of requests for documents or for accessing documents: 18.3.2013
Payable documents: no

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

25.3.2013 - 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

Any EU official language
Other: Preferably English since it is the official language of the Agency.

IV.3.7) Minimum time frame during which the tenderer must maintain the tender in days: 120 (from the date stated for receipt of tender)
IV.3.8) **Conditions for opening of tenders**

Date: 26.3.2013 - 11:00

Place:

rue des Drapiers 17–23, 1050 Brussels, BELGIUM.

Persons authorised to be present at the opening of tenders: yes

Additional information about authorised persons and opening procedure: A maximum of 1 legal representative per participating tenderer may attend the opening session. Tenderers shall inform the Agency of their intention to attend, at least 2 working days prior to the opening session.

Section VI: Complementary information

VI.1) **Information about recurrence**

This is a recurrent procurement: no

VI.2) **Information about European Union funds**

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

VI.3) **Additional information**

VI.4) **Procedures for appeal**

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

General Court of the European Union  
rue du Fort Niedergrünewald  
2925 Luxembourg  
LUXEMBOURG  
E-mail: generalcourt.registry@curia.europa.eu  
Telephone: +352 4303-1  
Internet address: http://curia.europa.eu  
Fax: +352 4303-2100

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

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

General Court of the European Union  
rue du Fort Niedergrünewald  
2925 Luxembourg  
LUXEMBOURG  
E-mail: generalcourt.registry@curia.europa.eu  
Telephone: +352 4303-1  
Internet address: http://curia.europa.eu  
Fax: +352 4303-2100

VI.5) **Date of dispatch of this notice:**

30.1.2013