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**LB-Beirut: ENPI — technical assistance for the Ministry of Industry/Industrial Research
Institute (IRI) and the Euro-Lebanese Centre for Industrial Modernisation (ELCIM)
2011/S 190-308986**

Service procurement notice

Location: Mediterranean partners — Lebanon

Common procurement vocabulary (CPV):

Main object:

71356200 Technical assistance services

Additional object(s):

72212100 Industry specific software development services

03000000 Agricultural, farming, fishing, forestry and related products

73000000 Research and development services and related consultancy services

1. **Publication reference:**

EuropeAid/131887/D/SER/LB.

2. **Procedure:**

Restricted.

3. **Programme:**

ENPI.

4. **Financing:**

Budget line: ENPI-19.080101 — Financing Agreement: ENPI/2008/019-621.

5. **Contracting authority:**

Presidency of the Council of Ministers, Project Administration Office, Beirut, LEBANON.

6. **Nature of contract:**

Fee-based.

7. **Contract description:**

Overall objective:

The overall objective of the project of which this contract will be part is to support the socio-economic development in Lebanon through the strengthening of its private sector competitiveness.

Purpose:

To contribute to improve the competitiveness of the Lebanese private sector. As such, the share of Lebanese products and services in both local and international markets will increase and innovation services will be provided to enterprises.

The purposes of this project are multiple:

Enterprises can implement more easily innovative ideas: to enhance the competitiveness of the Lebanese manufacturing enterprises through the introduction of innovative business processes and models to capture more of local and international markets. Also, consultancy and advisory services will be provided to promising productive sectors to enhance their productivity and efficiency and expand their operations.

Enterprises and academia can improve their applied research and development: institutional development and policy advice will be provided to the Government of Lebanon in legislation that facilitates and encourages

innovation in existing and new Lebanese industries, their compliance with international standards and expansion into new markets. Also, innovation will be promoted, as well as competitiveness improvement of existing products and introduction of new marketable and profitable products to the local and international markets.

Finally, to build technical capacity in IRI/ELCIM to ensure its sustainability and added value in the above domains.

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

The contract is divided into lots: No, 1 lot only.

9. **Budget:**

Maximum budget: 1 700 000 EUR.

10. **Scope for additional services:**

The contracting authority may, at its own discretion, extend the project in duration and/or scope, subject to the availability of funding, up to a maximum not exceeding the length and value of the initial contract. Any extension of the contract would be subject to satisfactory performance by the contractor.

Conditions of participation

11. **Eligibility:**

Participation is open to all legal persons (participating either individually or in a grouping (consortium) of candidates) which are established in a Member State of the European Union or in a country or territory of the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed (see also item 29 below). Participation is also open to international organisations. The participation of natural persons is governed by the specific instruments applicable to the programme under which the contract is financed.

12. **Candidature:**

All eligible natural and legal persons (as per item 11 above) or groupings of such persons (consortia) may apply. A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the contracting authority.

The participation of an ineligible natural or legal person (as per item 11) will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

13. **Number of applications:**

No more than 1 application 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 an application). In the event that a natural or legal person submits more than 1 application, all applications in which that person has participated will be excluded.

14. **Shortlist alliances prohibited:**

Any tenders received from tenderers having a different composition than the ones on the application forms will be excluded from this restricted tender procedure, unless prior approval from the contracting authority has been obtained — see PRAG 2.4.3. Shortlisted candidates may not form alliances or subcontract to each other for the contract in question.

15. **Grounds for exclusion:**

As part of the application form, candidates must submit a signed declaration, included in the standard application form, to the effect that they are not in any of the exclusion situations listed in Section 2.3.3 of the 'Practical Guide to contract procedures for EU external actions'.

16. **Subcontracting:**

Subcontracting is not allowed.

17. **Number of candidates to be shortlisted:**

On the basis of the applications received, at least 4 and at most 8 candidates will be invited to submit detailed tenders for this contract. If the number of eligible candidates meeting the selection criteria is less than the minimum of 4, the contracting authority may invite the candidates who satisfy the criteria to submit a tender.

Provisional timetable

18. **Provisional date of invitation to tender:**

6.12.2011.

19. **Provisional commencement date of the contract:**

25.4.2012.

20. **Initial period of implementation of tasks:**

Duration in months: 24.

Selection and award criteria

21. **Selection criteria:**

Same criteria for legal and natural person.

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole:

1) Economic and financial capacity of candidate:

In the case of the applicant being a public body equivalent information should be provided:

1. the average annual turnover of the candidate for the years 2008, 2009 and 2010 must be at least 5 000 000 EUR;

2. the averages of cash and cash equivalents at the end of years 2008, 2009 and 2010 are positive.

2) Professional capacity of candidate:

1. at least 15 permanent staff are working for the candidate this year in fields related to SME innovation, innovation investment, and export promotion.

3) Technical capacity of candidate:

1. the candidate has completed at least 3 projects of at least 500 000 EUR each within the 3-year period prior to the closing date of submission of the application (i.e. where the final report has been approved), in the following areas of expertise:

— upgrading range, content and outreach of the existing business support services, with special focus on innovation support services, and

— capacity building for key stakeholders for introducing and implementing modern innovation policy and instruments to boost competitiveness;

2. the candidate has successfully implemented at least 1 project involving the analysis of SME business plans, best practice methods for SME risk management, and the management and marketing of cooperative societies during the past 3 years;

3. the candidate has proven experience in:

— promotion of industry master planning in an ENPI country,

— creating an enabling environment for industries and manufacturers to improve their trade and industrial relations with the EU and international markets,

— establishing a trainers' network and capacity building for trainers in public administration in a transition country.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. Some examples of when it may not be considered appropriate by the contracting authority are when the tenderers rely in majority on the capacities of other entities or when they rely on key criteria. If the candidate 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 performance of the contract, for example by producing an undertaking on the part of 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. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be furnished when requested by the contracting authority.

If more than 8 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates must be re-examined to identify the 8 best applications for the tender procedure. The only factors which will be taken into consideration during this re-examination are:
number of EU-funded projects implemented during the previous 3 years;
value of EU-funded projects implemented in the ENPI region in the previous 3 years.

22. **Award criteria:**
Best value for money.

Application

23. **Deadline for receipt of applications:**
2.11.2011 (16:00), local time.

Any application received after this deadline will not be considered.

24. **Application format and details to be provided:**

Applications must be submitted using the standard application form, the format and instructions of which must be strictly observed. The application form is available at the following Internet address: http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_en.htm

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

25. **How applications may be submitted:**

Applications must be submitted exclusively to the contracting authority in the following language: English
— either by recorded delivery (official postal service) to:

Project Administration Office, Presidency of the Council of Ministers, Grand Serail, Riad El Solh, Beirut, LEBANON,

— or hand delivered (including courier services) directly to the contracting authority in return for a signed and dated receipt to:

For the attention of: Mohamad Chreif, Chief Procurement Officer, Project Administration Officer, Presidency of the Council of Ministers, Grand Serail, Riad El Solh, Beirut, LEBANON. Tel. +961 1971432.

Opening hours: 9:00–16:00.

As in abovementioned address.

The contract title and the publication reference (see item 1 above) must be clearly marked on the envelope containing the application and must always be mentioned in all subsequent correspondence with the contracting authority.

Applications submitted by any other means will not be considered.

26. **Alteration or withdrawal of applications:**

Candidates may alter or withdraw their applications by written notification prior to the deadline for submission of applications.

No applications may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with item 25. The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.

27. **Operational language:**

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

28. **Date of publication of contract forecast notice:**

20.8.2011.

Notice number in OJ: [2011/S 159-261784](#).

29. **Legal basis:**

European Neighbourhood and Partnership Instrument (Regulation (EC) No 1638/2006 of the EP and of the Council — OJ L 310/1 of 9.11.2006).

30. **Additional information:**

Please note that the awarding of the contract is subject to the condition of the prior conclusion of a financing agreement, which does not modify the elements of the procurement procedure (this will be the case, for instance, if the budgetary envelope initially foreseen is different or if the time-frame, the nature or the condition of the implementation are altered).

If the precedent condition is not met, the contracting authority will either abandon the procurement or cancel the award procedure without the candidates' or tenderers' being entitled to claim any compensation.

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

21.9.2011.