**SERVICE CONTRACT NOTICE**

**Development of online platform – social network for youth activities**

**1. Reference**

CB007.2.22.143-3

**2. Procedure**

Simplified

**3. Programme title**

Interreg - IPA CBC Bulgaria – Serbia Programme

CCI Number 2014TC16I5CB007-2

**4. Financing**

Budget line 4.9, row 2

**5. Contracting authority**

Association Union for Bulgaria

**CONTRACT SPECIFICATION**

**6. Nature of contract**

Global price

**7. Contract description**

Social networks are the foundation and environment for many youth activities these days. But although they provide almost limitless connectivity and communication capabilities, networks like Facebook and Twitter do not offer structured, targeted, and professional information. The aim of this activity is to create an on-line platform that will provide the contact and communication environment, knowledge and tools of youth activists and organizations from cross-border areas.

The functionalities:

• The platform will provide access to all the results, materials and information, created from the project.

• It will give opportunity to young activists and youth organizations from the cross-border area to create their profiles in order to make contacts and communicate with similar subjects from the area.

• It will provide opportunity to the register users to exchange important information about events, projects, activities, problems of the local communities, instruments and approaches for solution of such problems etc.;

• The platform will provide the users with the tools to organize and register for events and activities.

The young activists, identified and trained under the project, will be motivated to register in the platform as moderators, mentors and administrators of content, in order to guarantee its sustainability.

The sustainability of the online platform will be one of the main tools for sustainability of the project results, long after the end of the project activities.

**8. Number and titles of lots**

One lot only

**9. Maximum budget**

EUR 30 000

**CONDITIONS OF PARTICIPATION**

**10. Eligibility**

Participation is open to all natural persons who are nationals of and legal persons which are effectively established in a Member State of the European Union or in a eligible country or territory as defined under the 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 (see also heading 23 below). Participation is also open to international organisations.

Please be aware that after the United Kingdom's withdrawal from the EU, the rules of access to EU procurement procedures of economic operators established in third countries will apply to candidates or tenderers from the United Kingdom depending on the outcome of negotiations. In case such access is not provided by legal provisions in force at the time of contract award, candidates or tenderers from the United Kingdom could be rejected from the procurement procedure.

**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.

**PROVISIONAL TIMETABLE**

**14. Provisional commencement date of the contract**

19 November 2019

**15. Implementation period of the tasks**

November 2019 - April 2020

**SELECTION AND AWARD CRITERIA**

**16. Selection criteria**

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.

**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.

Criteria for legal and natural persons:

The average annual turnover of the tenderer must exceed 50 000 EUR (for past financial year)

**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.

Criteria for legal and natural persons:

At least 2 staff currently work for the tenderer in fields related to this 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.

Criteria for legal and natural persons:

The tenderer has provided services under at least 2 contracts, for development of platforms, and or services similar to the scope of the current contract, implemented at any moment during the following period: last three years.

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.

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. 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 - notably that of nationality - 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 the tender 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 services for which these capacities are required. With regard to economic and financial criteria the entities upon whose capacity the tenderer relies become jointly and severally liable for the performance of the contract.

**17. Award criteria**

Best price-quality ratio.

**TENDERING**

**18. Deadline for receipt of tenders**

The deadline for receipt 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. The outer envelope (and the relevant inner envelope if used) must be marked ‘Alteration’ or ‘Withdrawal’ as appropriate.

**22. Operational language**

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

**23. Legal basis**

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 and DCI, ENPI, ENI, Ifs) – See Annex A2 of the practical guide.

**24. 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 InforEuro exchange rate of **MONTH and YEAR**, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.