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DIRECTORATE-GENERAL
CLIMATE ACTION
Directorate International & Climate Strategy
Unit A.4 Strategy and Economic Assessment

CALL FOR TENDERS

N° CLIMA.A.4/SER/2015/0008

SERVICE CONTRACT FOR
MODELLING OF EUROPEAN CLIMATE POLICIES

TENDER SPECIFICATIONS

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1. INFORMATION ON TENDERING

1.1.Participation

Participation in this tender procedure is open on equal terms to all natural and legal persons coming within the scope of the Treaties and to all natural and legal persons in a third country which has a special agreement with the Union in the field of public procurement on the conditions laid down in that agreement. Where the Multilateral Agreement on Government Procurement¹ concluded within the WTO applies, the participation to the call for tender is also open to nationals of the countries that have ratified this Agreement, on the conditions it lays down.

1.2.Contractual conditions

The tenderer should bear in mind the provisions of the draft contract which specifies the rights and obligations of the contractor, particularly those on payments, performance of the contract, confidentiality, and checks and audits.

1.3.Joint tenders

A joint tender is a situation where a tender is submitted by a group of economic operators (consortium). Joint tenders may include subcontractors in addition to the joint tenderers.

In case of joint tender, all economic operators in a joint tender assume joint and several liability towards the Contracting Authority for the performance of the contract as a whole. Nevertheless, tenderers must designate a single point of contact for the Contracting Authority.

After the award, the Contracting Authority will sign the contract either with all members of the group, or with the member duly authorised by the other members via a power of attorney.

1.4.Subcontracting

Subcontracting is permitted in the tender but the contractor will retain full liability towards the Contracting Authority for performance of the contract as a whole.

Tenderers must give an indication of the proportion of the contract that they intend to subcontract. See Annex 2, questionnaire for joint bids and subcontracting.

Tenderers are required to identify all subcontractors. In case a tenderer relies on subcontractors to meet the required level under selection criteria, the subcontractor(s) concerned must provide the relevant supporting documents to that effect (see section 2.3).

During contract execution, the change of any subcontractor identified in the tender will be subject to prior written approval of the Contracting Authority.

¹ See http://www.wto.org/english/tratop E/gproc e/gp_gpa e.htm

1.5.Content of the tender

The tenders must be presented as follows:

Part A: Identification of the tenderer (see section 1.6)

Part B: Evidence for exclusion criteria (see section 2.2)

Part C: Evidence for selection criteria (see section 2.3)

Part D: Technical offer (see section 2.6)

Part E: Financial offer (see section 2.7)

1.6.Identification of the tenderer: legal capacity and status

The tender must include a cover letter presenting the name of the tenderer (including all entities in case of joint offer) and identified subcontractors if applicable, and the name of the single contact person in relation to this tender. Coherence must be ensured between the information in the cover letter and in Annex 1.

If applicable, the cover letter must indicate the proportion of the contract to be subcontracted.

In case of joint tender, the cover letter must be signed by a duly authorised representative for each economic operator, or by one of the economic operators duly authorised by the other economic operators (with power of attorney).

Subcontractors must provide a letter of intent stating their willingness to provide the service foreseen in the offer and in line with the present tender specification.

In order to prove their legal capacity and their status, all tenderers (or the single point of contact / all members of the consortium, see paragraph 1.3) must provide a signed Legal Entity Form with its supporting evidence. The form is available on:

http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm

Tenderers that are already registered in the Contracting Authority's accounting system (i.e. they have already been direct contractors) must provide the form but are not obliged to provide the supporting evidence.

The tenderer (or the single point of contact / all members of the consortium, see paragraph 1.3) must provide a Financial Identification Form and supporting documents. Only one form per offer should be submitted (no form is needed for subcontractors). The form is available on: http://ec.europa.eu/budget/contracts_grants/info_contracts/index_en.cfm

Tenderers must provide the following information if it has not been included with the Legal Entity Form:

- For legal persons, a legible copy of the notice of appointment of the persons authorised to represent the tenderer in dealings with third parties and in legal proceedings, or a copy of the publication of such appointment if the legislation which applies to the legal entity concerned

requires such publication. Any delegation of this authorisation to another representative not indicated in the official appointment must be evidenced.

- For natural persons, where applicable, a proof of registration on a professional or trade register or any other official document showing the registration number.

2. EVALUATION AND AWARD

2.1.Evaluation steps

The evaluation is based on the information provided in the submitted tender. It takes place in three steps:

- (1) Verification of non-exclusion of tenderers on the basis of the exclusion criteria
- (2) Selection of tenderers on the basis of selection criteria
- (3) Evaluation of tenders on the basis of the award criteria

Only tenders meeting the requirements of one step will pass on to the next step.

2.2.Exclusion criteria

All tenderers shall provide a declaration on their honour (see Annex 5), duly signed and dated by an authorised representative, stating that they are not in one of the situations of exclusion listed in the Annex 5.

The declaration on honour is also required for all subcontractors. The subcontractor must, if and when requested, provide all the supporting documents in relation to exclusion criteria.

The successful tenderer shall provide the documents mentioned as supporting evidence in Annex 5 before signature of the contract and within a deadline given by the contracting authority. This requirement applies to all members of the consortium in case of joint tender and to identified subcontractors whose capacities will be relied upon to fulfil the selection criteria.

2.3.Selection criteria

Tenderers must prove their economic, financial, technical and professional capacity to carry out the work subject to this call for tender.

2.3.1. Economic and financial capacity criteria and evidence

In order to prove their economic and financial capacity, the tenderer (i.e. in case of joint tender, the combined capacity of all members of the consortium and identified subcontractors) must comply with the following criteria:

- Annual turnover of the last two financial years above € 750.000

The following evidence should be provided:

- Copy of the profit & loss account and balance sheet for the last two years for which accounts have been closed,
- Failing that, appropriate statements from banks,
- If applicable, evidence of professional risk indemnity insurance.

If, for some exceptional reason which the Contracting Authority considers justified, a tenderer is unable to provide one or other of the above documents, he or she may prove his or her economic and financial capacity by any other documents which the Contracting Authority considers appropriate. In any case, the Contracting Authority must at least be notified of the exceptional reason and its justification in the tender. The Commission reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

2.3.2. Technical and professional capacity criteria and evidence

a. Criteria relating to tenderers

Tenderers (in case of a joint tender the combined capacity of all tenderers and identified subcontractors) must comply with the following criteria:

The tenderer must prove

- expertise in the fields of (1) energy and CO2 emission modelling and the assessment of impacts of climate and climate relevant other policies, (2) modelling non-CO2 and (net) carbon emissions and mitigation costs from land-use, land use change and forestry and (3) modelling of other non-CO2 greenhouse gases and related mitigation costs and impacts of policies; with for each of these fields at least one relevant project delivered in in the last three years and with at least one relevant project showing expertise in policy modelling;
- knowledge of and familiarity with EU and Member States' climate, energy/transport, and agriculture/land-use policies; with for each of these three domains at least one relevant project delivered in in the last three years;
- experience with communication and exchange of information on modelling results with Member States, the European Commission or international organisations; with at least one relevant project delivered in in the last three years;
- capacity to draft reports in English.

The following evidence should be provided to fulfil the above criteria:

- List of relevant services provided, with sums, dates and recipients, public or private. The most important services shall be accompanied by certificates of satisfactory execution, specifying that they have been carried out in a professional manner and have been fully completed;

b. Criteria relating to the team delivering the service:

The team delivering the service should include, as a minimum, the following profiles:

Project Manager: At least 3 years' experience in project management, including overseeing project delivery, quality control of delivered service, client orientation and conflict resolution experience, with experience in management of teams of at least 5 people.

Lead experts for each model involved: 5 years' professional experience in their respective field of modelling

Other modelling experts: Relevant higher education degree or 3 years' professional experience in their respective field of modelling

Web communication: at least one member of the team should have web communication and editing skills, as guaranteed by a certificate or past relevant experience.

Language quality check: at least 1 member of the team should have native-level language skills in English or equivalent, as guaranteed by a certificate or past relevant experience.

The following evidence should be provided to fulfil the above criteria:

- The educational and professional qualifications of the persons who will provide the service for this tender (CVs) including the management staff. Each CV provided should indicate the intended function in the delivery of the service.

2.4.Award criteria

The tender will be awarded according to the best-value-for -money procedure. The quality of the tender will be evaluated based on the following criteria. The maximum total quality score is 100 points.

A maximum of 70 points will be attributed to criterion 1, a maximum of 20 points will be attributed to criterion 2, and a maximum of 10 points will be attributed to criterion 3. In addition a minimum threshold will be set up under this system of points:

- Technical sufficiency levels: Selected companies will have to score a minimum of 42, 10 and 5 points under criteria 1, 2 and 3 respectively, with a minimum total of 65 points.

Tenders scoring less than 65 in the overall points total or less than the technical sufficiency level in the points awarded for a single criterion will be excluded from the rest of the assessment procedure. Since assessment of the tenders will focus on the quality of the proposed services, tenders should elaborate on all points addressed by these specifications in order to score as many points as possible. The mere repetition of mandatory requirements set out in these specifications, without going into details or without giving any added value, will only result in a very low score. In addition, if certain essential points of these specifications are not expressly covered by the tender, the Commission may decide to give a zero mark for the relevant qualitative award criteria.

1 Quality of the proposed methodology (70 points – minimum threshold 60%)

The degree to which the methodology shows the capacity to resolve the questions underlying in the tender in a realistic and well-structured way, as well as whether the methods proposed are suited to the needs set out by the Commission in the Technical Description.

Sub-criterion 1.1 (30 points – minimum threshold 60%): Appropriateness of the proposed set of modelling tools to address the objectives and the requirements described in task 1.

Sub-criterion 1.2 (40 points – minimum threshold 50%): Appropriateness of the specific methodologies for tasks 2, 3 and 4 and the extent with which they have taken into consideration all of the aspects of the tasks required.

2 Organisation of the work (20 points – minimum threshold 50%)

This criterion will assess how the roles and responsibilities of the proposed team and of the economic operators (in case of joint tenders, including subcontractors if applicable) are distributed for each task. It also assesses the global allocation of time and resources to the project and to each task or deliverable, and whether this allocation is adequate for the work. The tender should provide details on the allocation of time and resources and the rationale behind the choice of this allocation.

3 Quality control and risk management (10 points – minimum threshold 50%)

This criterion will assess the quality control system applied to the service foreseen in this tender specification concerning the quality of the deliverables, the language quality check, and continuity of the service in case of absence of a member of the team. In addition, the approach to risk management will be assessed. The quality system and risk management measures should be detailed in the tender and specific to the tasks at hand; generic considerations will result in a low score.

2.5.Ranking and Award

Having examined the tenders from a technical point of view, the evaluation committee will proceed considering which is the economically most advantageous offer taking into account **only those tenders that have obtained at least 65 out of the 100 points that are available for the technical quality of the bid**. The evaluation committee will then proceed with the financial comparison of the tenders retained for further consideration according to the ranking procedure below.

The bid offering the best value for money will be chosen, provided that the minimum number of points cited above is achieved. The ranking of the tenders will be calculated as follows:

- All bids that do not reach the stated technical sufficiency levels for each individual award criteria will not be considered for contract award.
- All bids that have passed the individual levels and score 65 or higher are deemed to be technically sufficient. Then the price is divided by the total number of points awarded

to obtain the price-quality ratio. The award of the contract will be made in accordance with the lowest ratio.

The Commission reserves the right not to select any tender if the amounts tendered exceed the budget envisaged for this project.

2.6.Compliance of technical offer

The technical offer must cover all aspects and tasks required in the technical specification and provide all the information needed to apply the award criteria. Offers deviating from the requirements or not covering all requirements may be excluded on the basis of non-conformity with the tender specifications and will not be evaluated.

2.7.Financial offer

The price range is fixed between € 700.000 and € 750.000 excluding VAT (including fees, travel and all other costs). Any offers received that do not respect the upper limit will be automatically excluded from the evaluation procedure. The lower limit is indicative. **Travel and subsistence expenses are not refundable separately.** For guidance purposes see Annex 3.

The price for the tender must be quoted in euro. Tenderers from countries outside the euro zone have to quote their prices in euro. The price quoted may not be revised in line with exchange rate movements. It is for the tenderer to assume the risks or the benefits deriving from any variation.

Prices must be quoted free of all duties, taxes and other charges, including VAT, as the European Union is exempt from such charges under Articles 3 and 4 of the Protocol on the privileges and immunities of the European Union. The amount of VAT may be shown separately.

3. TECHNICAL SPECIFICATIONS

Background

The EU's overarching climate policy goal is to keep the global temperature increase below 2°C compared to pre-industrial levels. As an important step in this direction, the Climate and Energy Package has been in force since mid-2009 which has considered climate and energy aspects in an integrated way and has set the basic architecture of EU internal climate legislation to achieve the target of reducing the EU's greenhouse gas (GHG) emissions by 20% below their 1990 levels by 2020. In essence the package has set a decreasing cap for the EU wide emissions of sectors covered by the EU Emissions Trading System (ETS) and a set of legally binding country specific targets for the emissions of the sectors not covered by the EU ETS (non-ETS sectors covered by the Effort Sharing Decision). LULUCF (Land Use, Land Use Change and Forestry) emissions are covered by the international obligations under the Kyoto Protocol. Current EU legislation focuses on accounting and information as set out in Decision No 529/2013/EU of the European Parliament and of the Council on accounting rules on greenhouse gas emissions and

removals resulting from activities relating to land use, land-use change and forestry and on information concerning actions relating to those activities. All regular monitoring and reporting requirements have been consolidated in the Regulation (EU) No 525/2013.

Overall the EU is on track to achieve the -20% target, however the current large surplus of ETS allowances has greatly reduced the role of carbon prices as an investment incentive. The EU legislators have therefore agreed to introduce a Market Stability Reserve. In addition, policies to decrease F-Gas emissions and CO₂ emissions from vehicles have been revised in 2013 and 2014. The EU has stepped up policies to progress towards the indicative 20% energy savings target with the Energy Efficiency Directive 2012/27/EU. On the energy side, the work on the completion of the internal market and increased investments in energy infrastructures are also worth mentioning. The EU's multiannual financial framework 2014-20 foresees that 20% of the expenditures should serve climate-related purposes. The interaction of new measures with existing ones and their appropriate analysis has become an increasingly relevant policy issue.

The EU's long term objective is to achieve -80 to -95% GHG emissions by 2050, in the context of necessary reductions according to the Intergovernmental Panel on Climate Change by developed countries as a group. The implications have been set out by the Commission in the Roadmap for moving towards a competitive low carbon economy in 2050, the Transport White Paper 2050 and the Energy Roadmap 2050. In January 2014, the Commission proposed a 2030 framework for climate and energy policies, supported by a comprehensive model-based impact assessment. In October 2014 the European Council agreed on targets and key elements of the climate and energy framework for 2030, notably a binding EU target of a reduction in domestic greenhouse gas emissions of at least 40% by 2030 compared to 1990, to be delivered collectively by the EU in the most cost-effective manner possible, with the reductions in the ETS and non-ETS sectors amounting to 43% and 30% by 2030 compared to 2005, respectively. LULUCF emissions shall be included in the 2030 framework, and the European Council has invited the Commission to examine the best means of encouraging the sustainable intensification of food production, while optimising the sector's contribution to greenhouse gas mitigation and sequestration, including through afforestation. In addition, an EU-level binding target of at least 27% has been agreed for the share of renewable energy consumed in the EU in 2030. An indicative target at the EU level of at least 27% (with a view to achieving 30%) has been set for improving energy efficiency in 2030 compared to projections of future energy consumption based on the current criteria, to be delivered in a cost-effective manner and fully respecting the effectiveness of the ETS-system in contributing to the overall climate goals.

A resilient Energy Union with a forward looking climate change policy is one of the ten priorities of the new Commission and decarbonisation of the economy is one of its five dimensions. The framework strategy and accompanying roadmap incorporate the agreed 2030 framework and set out the actions and initiatives envisaged, including a legislative proposal in 2015 to revise the EU Emissions Trading System for 2021-2030 and legislative proposals on the Effort-Sharing Decision and the inclusion of LULUCF into the 2030 Climate and Energy Framework. In addition, it foresees, amongst other things, a review of Regulations setting emission performance standards to establish post-2020 targets for cars and vans and a Communication on decarbonising the transport sector, including an action plan on second and third generation biofuels and other alternative, sustainable fuels.

Related analyses require modelling support, projections and policy scenarios with appropriate long time horizon and sectoral and Member State levels of detail. For modelling support, the Commission uses a variety of models both in-house via the Joint Research Centre as well as via public procurement contracts². The modelling has to cover both energy-related and non-energy, including land use-related, greenhouse gas emissions (both CO₂ and non-CO₂) as well as sinks/removals from LULUCF for each EU Member State and the EU as a whole, as well as for candidate countries, in a consistent way and with a sufficient level of detail for the policy issues addressed. Typically, the necessary level of detail cannot be provided by one model but rather by a suite of several models which need to be interlinked.

Objectives

The general objective is to make available updated and improved quantitative tools and to use them to assess scenarios and policy options for the implementation of the 2030 framework for climate and energy policies and climate relevant elements of the Energy Union as well as other sectoral policies in the medium (up to 2030) and long term (to 2050 and if possible beyond), including economic, environmental and social implications, both for the EU as a whole as well as all its individual Member States and candidate countries. These analytical/quantitative tools should also allow the possibility to assess interactions, possible trade-offs or synergies with other policies, in particular related to air pollution, land use, energy and transport. Specific objectives are

1. Updating/ constructing a reference projection and variants thereof;
2. Assessment of the impacts of measures or packages of climate or climate relevant policy measures and their interactions;
3. User-friendly presentation of models, assumptions and detailed (draft) reference results in consultation processes with Member States.

The expected end results are scenarios and assessments of the major impacts of the selected policy options and sensitivity analyses that can be used as input for the policy debate as well as for strategic decisions on measures or packages of measures to reduce greenhouse gas emissions, to increase the security of energy supply and to foster sustainable growth and jobs as well as innovation and competitiveness of the EU economy.

Implementation of the contract requires close interaction with Commission services, flexibility towards rapid changes in policy options to be analysed and the willingness and ability to co-operate and share baselines and assessment results with other Commission contractors.

The work to be performed comprises four tasks which are expected to be performed to a significant extent in parallel.

The modelling and its projections and scenarios to be provided under this contract should cover all EU Member States individually and, where relevant, the candidate countries (Serbia, Turkey,

² For EU modelling e.g. 071303/2011/600928/SER/CL1MA.A.4, see www.euclimit.eu

FYROM, Montenegro and Albania) as well as Norway and Switzerland. Also maritime and aviation bunkers attributed to the EU should be covered.

Projections need to be made for CO₂ (energy- and non-energy-related), CH₄, N₂O, the fluorinated greenhouse-gases (covered by the Kyoto Protocol) as well as major air pollution components i.e. SO₂, NO_x, PM_{2.5}, VOC and NH₃. The modelling and its projections should also cover the sinks for CO₂ (emissions and removals related to LULUCF including forestry and agriculture).

Task 1: Improving and updating the modelling tools and their linkages

The aim of this task is to improve available quantitative modelling tools where necessary and relevant in order to be able to fulfil the following requirements:

- Separation of the ETS sectors and the non-ETS sectors according to the latest valid scope of the ETS directive, including corresponding splits for the different economic subsectors (at least electricity, Combined Heat and Power and industry for the ETS, industry, transport, waste, services, households, agriculture and forestry for the non-ETS) to reflect the actual sources and emissions being covered by EU climate legislation;
- Appropriate coverage of industrial emissions including process emissions;
- Covering the dynamics of the EU carbon market in the medium and long term;
- Covering the electricity sector in sufficient level of detail to analyse the interaction of the EU ETS, renewables, market design and related infrastructure policies;
- Covering energy demand sectors in sufficient detail to analyse interactions between climate, renewables, energy efficiency and other policies and policy options, including in transport;
- Providing for linkages and data transfers in appropriate formats between different models as far as relevant so that at least outputs from one model can be used as inputs for others and iterations are possible if needed;
- To the extent possible coverage of climate impacts in the EU based on results from existing analyses to be able to perform sensitivity analysis with regard to major changes (such as e.g. impact of expected temperature changes on heating and cooling);
- To include the development of LULUCF sinks and emissions based on dedicated land-use/agriculture/forestry models so as to establish a link with biomass and biofuel demand and land-use, while taking into account national and international policies including forest management practices and legislation as well as EU legislation (e.g. Natura 2000, Common Agricultural Policy). These sinks should include harvested wood product pools and be consistent with UNFCCC source categories. The method should be able to assess the options and costs of enhancing the carbon sink in both forestry and agriculture at (least at) country level. The method should include the possibility to generate country-specific cost curves for LULUCF emissions for the purpose of joint optimization of GHG reductions in other sectors or offer an alternative method for the joint optimization of GHG emission across sectors and countries;
- Coverage of the EU agriculture sector in sufficient detail to be able to address options and costs to reduce non-CO₂ emissions as well as options & costs to enhance the carbon sink (reduce carbon emissions) from agriculture at sufficient level of detail, reflecting the impact of climate policies on agriculture, including on competitiveness;
- Cover EU aviation emissions in sufficient detail, including a split of emissions generated by intra-EU flights and international flights, as well as maritime bunker emissions;

- Given the long time horizon of the assessments, the tools should adequately cover technical change in major low GHG emission technologies and related changes in marginal abatement costs and co-benefits;
- Coverage of emissions of major air pollutants and their impacts on health (mortality, morbidity), crop damage, acidification and eutrophication.

It is expected that the contractor is able to use models that need only moderate adaptation and improvement for the tasks requested; the efforts required for this task should therefore not exceed one fifth of the total budget.

Task 2: Updating/ constructing a reference projection and variants thereof

The aim of this task is to construct updated reference projections of greenhouse gas emissions and removals covering trends and adopted policies and variants thereof, which will be used as a starting point for policy scenarios.

At the start of the contract, the contractors will be provided with the most recent EU reference projections. For an example of prior reference projections see: http://ec.europa.eu/clima/policies/2030/docs/eu_trends_2050_en.pdf

For energy and CO₂ emissions, it is expected that an updated energy reference scenario will be available at the start of the contract which will be provided to the contractors and should be used in this contract. The same holds for updates of the energy reference during the duration of this contract. Only climate policy related variants therefore need be constructed under this contract.

For non-CO₂ emissions and emissions and removals from land-use, while it is expected that an updated non-energy reference scenario will be available at the start of the contract which will be provided to the contractors, an updated reference projection and variants have to be constructed as part of this contract, consistent with updated energy reference scenarios and variants.

With regard to the coverage of Member State policies, these projections should use among other information sources the EEA climate policies and measures database (<http://www.eea.europa.eu/data-and-maps/pam>) and the most recent available national policies and measures reports under the Monitoring Mechanism Regulation (see e.g. <http://rod.eionet.europa.eu/obligations/697/deliveries>). Emissions should be calibrated to the extent possible to the most recent available information from the ETS registries and GHG emission inventories submitted to UNFCCC, remaining divergences should be explained.

Updated EU trend projections for non-ETS emissions constructed under this contract should be compared with national GHG projections submitted under the Monitoring Mechanism Regulation in 2017, and for those national projections which use modelling tools of a comparable degree of sophistication main differences should be explained. In order to do so, the national projections will be made accessible by the Commission, should they not already be in the public domain.

If necessary, further baseline variants (e.g. with regard to GDP or fuel price variations) and/or a partial baseline update to reflect relevant newly adopted policies need to be performed.

Baseline projections have to be performed in close cooperation with the Joint Research Centre and in consultation of main assumptions and draft results with experts from EU Member States and where relevant further countries (see task 4).

The contractor should develop these baselines at least for the time horizon 2005 to 2050 (at least at 5 year intervals), and explore a prolongation beyond.

Task 3: Policy scenarios and sensitivity analyses to assess effects and implications of climate policies and the interaction between different climate, energy, transport agriculture and other policies

The contractor should assess the major economic, environmental and social implications of targets, policies and specific measures or groups of measures to reduce greenhouse gas emissions and to increase removals as well as the interaction of different climate, energy, transport, agriculture and other climate relevant measures. Possible examples include:

- Interactions of different climate and energy policies underpinning the 2030 targets, including implications of linkages between ETS, Effort Sharing Decision and LULUCF;
- Impacts of the further development of the EU Emissions Trading System, including linking with non-EU emission trading systems;
- Interactions between the EU Emissions Trading System, energy efficiency and renewable energy policies as well as further developments of the energy market design;
- Impacts of the further development of effort sharing on remaining non-ETS greenhouse gas emission reductions for individual Member States, taking into account different sector foci, redistribution and flexibility mechanisms between Member States, the evolving policy framework on LULUCF, EU energy efficiency and EU spending policies; and the implications for EU agriculture;
- Impacts of possible global climate agreements for post 2020 on the implementation and adaptation of EU climate policies;
- Various EU policies to promote energy efficiency and savings in particular in non-ETS sectors, including corresponding use of European Regional Development and Cohesion Funds, and their interaction with climate policies;
- Alternative policies to stimulate the development and deployment of carbon capture and storage (CCS);
- Further policies to reduce CO₂ and other emissions from the transport sector;
- Policies to speed up development and deployment of low carbon technologies as e.g. targeted in the EU Strategic Energy Technology Plan;
- Policies to reduce greenhouse gas emissions from aviation and maritime transport;
- Climate policy relevant changes in the Common Agricultural Policy and its implementation in Member States, including (national) support schemes for specific pollution and emission control measures (e.g. anaerobic digestion);
- Policies to enhance the contribution of LULUCF to EU climate policy targets including forest management, deforestation, afforestation, cropland and grassland management;
- Interactions between policies (potentially) leading to increased use of bio-fuels and biomass and carbon absorption capacities of lands and forests;
- Interactions between climate policies, air quality policies and circular economy policies;
- Effects of inclusion of or cooperation with further European countries into EU climate-related policies;

- Sensitivity analyses of the impact of variations in non-policy related assumptions.

The exact nature of the options, policies and sensitivities to be assessed will be defined in close cooperation with and is subject to agreement by Commission representatives.

The modelling tools will have to be able to examine the implication of multiple objectives and measures (both at the EU and member state level). The contractor should be able to use (a set of linked) modelling tools that allow assessment of the interaction of policies and the indirect implications of actions in one sector on another sector (e.g. the impact of land-use constraints on the promotion of biofuels for transportation on the supply of biomass for other sectors such as domestic heating and co-generation). The emphasis of the model-based analysis should be both on the modelling of implications for the EU as a whole and for each Member State.

To the extent relevant for the specific policy to be assessed, the contractor should also assess the effects on air pollution and its health and environment related effects (mortality, morbidity, crop damage, acidification, and eutrophication) in the EU of different measures to reduce greenhouse gases. These effects can be positive (synergies) or competing (trade-offs). As a minimum requirement the contractor needs to produce model outputs in such a manner that another EU-wide model outside the contract can be used for such analysis.

In terms of impacts the contractor should be able to assess at least the following economic and environmental impacts of proposed policies at the level of each individual Member State and for the EU as whole:

- the resource costs,
- investments and investment expenditures,
- the impacts on carbon and energy prices,
- security of energy supply,
- energy consumption,
- energy production,
- consumption of various fuels,
- electricity generation,
- share of renewables in primary and/or final energy consumption,
- greenhouse gas emissions (including split into the different greenhouse gases),
- emissions of major air pollutants,
- changes in land use split into different types of land,
- food production and prices,
- the demand and supply of biomass,
- the distribution of costs and benefits between Member States as well as economic sectors.
- When economic impacts are expected to be substantial, also the impact on macroeconomic indicators i.e. impacts on employment, GDP, sector output and (net) exports. As a minimum requirement the contractor needs to produce model outputs in such a manner that another EU-wide model outside the contract can be used for such analysis.

The tenderer has to elaborate in its offer which modelling assumptions and results (data) can be delivered to the Commission (examples could be provided in the tender or just referred to if they are publically available and not practical to be submitted in paper as part of the offer). The offer should also include detailed descriptions of the models offered by the contractor.

Task 4: Information for and interaction with Member State experts and stakeholders

The contractor shall provide inputs for and contribute to information exchange with Member State experts on the development of EU trend scenarios in close cooperation with the Commission including its Joint Research Centre and possibly the European Environmental Agency. Key requirements for the contractor are:

1. Providing detailed information on models, data and tools used accessible for everyone interested to ensure transparency of the analytical basis of the work;
2. the timely sending of assumptions and draft results of trend scenarios elaborated under this contract in appropriate, user-friendly and well explained format for review by Member State experts;
3. individual responses to Member State questions and comments, including availability for bilateral meetings if needed, and keeping a log of questions, answers provided and where relevant modelling adjustments undertaken in response;
4. the organisation of a one day expert workshop;
5. at least four (but no more than six) presentations of modelling approaches, assumptions and results in meetings with Member States in Brussels, with experts for each model involved being present. These meetings will be organized by the Commission.

Ad 1: publicly available information on the work

The contractor shall provide for publication on the Commission website http://ec.europa.eu/clima/index_en.htm detailed and up to date descriptions of all models which are part of the contract, covering at least model logic and structure, sub-modules, key assumptions and data inputs used, and examples for model outputs and links with other models. All data required for this purpose has to be provided in MS WORD and PDF formats.

Ad 2 and 3 interaction with Member State experts on drafts

Draft or intermediate assumptions and draft results in particular for baseline projections have to be provided for consultation and interaction with relevant actors, in particular Member State experts. For this purpose the contractor has to manage a temporary non-public protected collaboration area in which detailed (draft) assumptions and detailed (draft) country-level results are made accessible in a user-friendly way to registered expert users from the Commission, Member State governments/ agencies and other expert users approved by the Commission. This collaboration area would cover announcements, document upload facilities and discussion fora for the whole expert community as well as where necessary per Member State, as well as a communication forum between the contractor and Commission. The role of the contractor would include providing the input data, to ensure appropriate information of the participating experts (e.g. news, alert management), and to answer technical questions of the experts in an appropriate time frame, i.e. within two to three days for simple questions, and to consolidate the interaction results and suggested follow up actions in a summary document.

For this purpose, Commission tools which provide such functionalities can be used as technical infrastructure, e.g. the improved CIRCABC platform (<https://circabc.europa.eu>) or SINAPSE e-

communities (<https://europa.eu/sinapse/sinapse/index.cfm?fuseaction=sinapse.ecommunities>). The Commission would provide the contractor with the necessary group administration rights.

Since the restricted collaboration area is a temporary site for consultation and interaction before final results will be published, the contractor may also propose and customise another tool to provide these functionalities, as long as it does not involve IT development or programming (of any kind) and the contractor will describe a detailed service level agreement to operate with that tool. The contractor will provide all necessary detailed technical documentation to allow further use of that tool/ accessibility of the contents after the end of the contract.

Ad 4 expert workshop

The contractor shall be responsible for all aspects of organising an expert workshop with around 50 to 60 participants to discuss and compare trend scenario results or certain aspects thereof, including the venue at a place well accessible from everywhere in Europe, catering/refreshments etc. The subjects, participants to invite and venue for the workshop will be agreed with the European Commission. Invited workshop participants from Member States will pay their own costs for taking part in the meeting and will not be reimbursed by the European Commission.

In view of these requirements, the contractor shall review existing model documentations and design, develop and implement in interaction with the Commission appropriate reporting formats for assumptions, data inputs and results, including explanatory sheets for the reporting files. Detailed data has to be made accessible in formats widely available to stakeholders, including MS Excel 2010 and where possible CSV files.

Within the contract the deliverables are:

- scenario runs (with a maximum number of 75 scenarios including variants of the reference) will need to be delivered at short notice (i.e. for straightforward scenarios within 10 days) throughout the implementation of the contract. All modelling results will be delivered to the Commission in an electronic format in MS-Excel 2010 format;
- All necessary information for an updated public website presenting the modelling approach and the tools used at the latest two months after signature of the contract. This will need to be kept up to date throughout the duration of the contract;
- An inception report to be delivered at the latest 4 months after the signature of the contract, including an overview of model improvements, updated description of all models which are part of the contract taking account of first feedbacks on existing descriptions provided, appropriate reporting formats for assumptions, data inputs and detailed results;
- The restricted collaboration platform ready for use by Member State experts in time for the work on an updated reference scenario;
- An interim report to be delivered 12 months after the signature of the contract, with an overview of model improvements and scenario runs until then;
- A publishable description of the updated reference scenario (variant)s once finalised (MS-Word 2010 document of around 20 text pages per variant + data annexes on main results, and corresponding MS Power Point 2010 presentations);
- A report comparing updated EU non-ETS GHG projection trend results until 2030 with the latest available (most likely from 2017) national non-ETS GHG projections (short synthesis

report and annex with country specific results, explaining the main differences for Member States with model-based projections (3 to 5 pages per Member State covered) (at the latest by month 20);

- A draft final report to be delivered at latest 22 months after the signature of the contract, including synthesis of work conducted under the contract, electronic provision of all scenario runs (on CD, DVD, USB stick or portable hard-drive), updated model and baseline documentation where relevant, summary and log of Member State interactions and, as far as applicable, technical documentation of the collaboration tool;
- A final report to be delivered 24 months after the signature of the contract in pdf format, taking into account the comments of the Commission on the draft final report.

The language for all reports, meetings, workshops, website and communication for the purpose of this contract shall be English.

The contractor shall hold in-person meetings with the Commission on Commission premises with a kick-off meeting to be organised soon after the start of the contract and following that, at least once a year. The contractor shall keep records of those meetings. In between in-person meetings, at least bi-monthly phone conferences shall be organised.

Place of performance

The place of performance of the tasks shall be the contractor's premises or any other place indicated in the tender, with the exception of the Commission's premises.

ANNEX 1 - ADMINISTRATIVE INFORMATION FORM

Organisation or individual:

NAME:

ADDRESS:

Address where contract should be sent to (if different from above):

.....

PERSON AUTHORISED TO SIGN CONTRACT:

Name and position:

PERSON FOR ROUTINE CONTACT:

Name and position:

ADDRESS:

Telephone and E-mail:

Signature of Tenderer

ANNEX 2 – QUESTIONNAIRE FOR JOINT BIDS AND SUBCONTRACTING

This questionnaire should only be completed if your tender involves a joint bid or subcontracting.

Joint bid (refer to paragraph 1.3)

1. Does your bid involve more than one tenderer? Yes ☐ No ☐

Questions 2 - 4 shall be answered only if you have answered yes to question 1.

2. Please fill in the name of the company having power of attorney for the group of tenderers and acting as a co-ordinator:

3. Please fill in the names of the other companies taking part in the joint offer:

4. If a consortium or similar entity exists, please fill in the name and the legal status of the entity:

Subcontracting (refer to paragraph 1.4)

5. Does your bid involve subcontracting? Yes ☐ No ☐

If the answer is yes, please complete question 6, and the next page per sub-contractor.

6. List of sub-contractors:

.....

.....

.....

Reasons, roles, activities and responsibilities of sub-contractors.

Please complete this page for each sub-contractor (one page per sub-contractor):

Name of the sub-contractor:

.....

Official legal form:

.....

Country of registration:

.....

Statutory registration number:

.....

(Internet address, if applicable):

.....

Official address in full:

.....

Contact person:

.....

Telephone number:

.....

Reasons for subcontracting:

.....

Role, activities and responsibilities of the sub-contractor:

.....

The volume or the proportion of the sub-contracting:

.....

Do you intend to rely on capacities from the sub-contractor in order to fulfil the selection criteria? If yes, specify which selection criterion - financial and economic capacity or technical and professional capacity - and be aware that the tenderer must provide the documents which make it possible to assess the selection criteria.

.....

Tenderer:

Date:

Signature:

ANNEX 3 – FINANCIAL OFFER TEMPLATE

(for guidance purposes only)

Price and Estimated budget breakdown

Calculation of the costs (incl. travel, overheads, consumables and any other related costs)

Type of service provider	Position within the project team	Number of working days	Allocation of tasks	Proportion of the contract in %	Costs in €
Lead contractor					

	<i>Sub-total</i>
Sub-contractor 1					

	<i>Sub-total</i>
Sub-contractor 2					

	<i>Sub-total</i>
Sub-contractor 3					

	<i>Sub-total</i>
.....					
	Total

Signature of Tenderer

.....

Date

.....

ANNEX 4 - LEGAL ENTITY AND FINANCIAL IDENTIFICATION FORMS

These forms can be downloaded from

http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm
(Legal entity form)

http://ec.europa.eu/budget/contracts_grants/info_contracts/financial_id/financial_id_en.cfm
(financial identification form)

ANNEX 5 - DECLARATION OF HONOUR

Declaration of honour with respect to the Exclusion Criteria and absence of conflict of interest

The undersigned [*insert name of the signatory of this form*]:

☐ in his/her own name (*for a natural person*)
or

☐ representing the following legal person (*only if the economic operator is a legal person*)
full official name :
official legal form :
full official address :
VAT registration number :

- declares that [the above-mentioned legal person][he][she] is not in one of the following situations:
- a) is bankrupt or being wound up, is having its affairs administered by the courts, has entered into an arrangement with creditors, has suspended business activities, is the subject of proceedings concerning those matters, or is in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
 - b) has been convicted of an offence concerning professional conduct by a judgment of a competent authority of a Member State which has the force of *res judicata*;
 - c) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify including by decisions of the European Investment Bank and international organisations;
 - d) is not in compliance with all its obligations relating to the payment of social security contributions and the payment of taxes in accordance with the legal provisions of the country in which it is established, with those of the country of the contracting authority and those of the country where the contract is to be performed;
 - e) has been the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such activity is detrimental to the Union's financial interests;
 - f) is a subject of 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 this information, or having been declared to be in serious breach of its obligations under contracts covered by the Union's budget.
- (*Only for legal persons other than Member States and local authorities, otherwise delete*) declares that the natural persons with power of representation, decision-making or control¹ over the above-mentioned legal entity are not in the situations referred to in b) and e) above;
- declares that [the above-mentioned legal person][he][she]:
-

¹ This covers the company directors, members of the management or supervisory bodies, and cases where one natural person holds a majority of shares.

- g) has no 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 affinity, family, emotional life or any other shared interest;
- h) will inform the contracting authority, without delay, of any situation considered a conflict of interest or which could give rise to a conflict of interest;
- i) has not granted and will not grant, has not sought and will not seek, has not attempted and will not attempt to obtain, and has not accepted and will not accept any advantage, financial or in kind, to or from any party whatsoever, where such advantage constitutes an illegal practice or involves corruption, either directly or indirectly, inasmuch as it is an incentive or reward relating to award of the contract;
- j) provided accurate, sincere and complete information to the contracting authority within the context of this procurement procedure ;
 - acknowledges that [the above-mentioned legal person][he][she] may be subject to administrative and financial penalties² if any of the declarations or information provided prove to be false.

In case of award of contract, the following evidence shall be provided upon request and within the time limit set by the contracting authority:

For situations described in (a), (b) and (e), production of a recent extract from the judicial record is required or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance showing that those requirements are satisfied. Where the tenderer is a legal person and the national legislation of the country in which the tenderer is established does not allow the provision of such documents for legal persons, the documents should be provided for natural persons, such as the company directors or any person with powers of representation, decision making or control in relation to the tenderer.

For the situation described in point (d) above, recent certificates or letters issued by the competent authorities of the State concerned are required. These documents must provide evidence covering all taxes and social security contributions for which the tenderer is liable, including for example, VAT, income tax (natural persons only), company tax (legal persons only) and social security contributions.

For any of the situations (a), (b), (d) or (e), where any document described in two paragraphs above is not issued in the country concerned, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

If the tenderer is a legal person, information on the natural persons with power of representation, decision making or control over the legal person shall be provided only upon request by the contracting authority.

Full name

Date

Signature

² As provided for in Article 109 of the Financial Regulation (EU, Euratom) 966/2012 and Article 145 of the Rules of Application of the Financial Regulation

ANNEX 6 - ACKNOWLEDGEMENT OF RECEIPT



EUROPEAN COMMISSION
DIRECTORATES-GENERAL
ENVIRONMENT AND CLIMATE ACTION
SRD - Shared Resources Directorate
SRD.2 - Finance

(Please fill in your address)

ACKNOWLEDGEMENT OF YOUR TENDER

Our reference: Open Procedure N° CLIMA.A.4/SER/2015/0008

Your reference:

We wish to confirm the receipt and opening of your offer¹. Your offer will now be evaluated by the Commission and its experts. You will be informed of the result in due course.

We thank you for your interest.

MarketsTeam
SRD.2

¹ Your personal contact data has been recorded in a database used by the Markets Team of unit SRD.2 for the administrative management of offers. The Commission is bound by Regulation 45/2001 on the protection of individuals with regard to the processing of personal data by the Union institutions and bodies. For more information, and to exercise your rights to access and eventually correct data concerning you, please don't hesitate to contact us.