



Brussels, 06.01.2009
MARE-C3 / RP/VV/AC D (2009) 00041

**Subject: Open call for tenders No MARE/2008/11
"Studies and pilot projects for carrying out the common fisheries policy"**

Lot 1: Fishing capacity and fishing effort indicators and their relation with effective fishing effort and fishing mortality

Lot 2: Pilot projects to estimate potential and actual escapement of silver eel

Lot 3: Study on the remuneration of spawning stock biomass

Lot 4: Understanding size developments of exploited stocks and ecosystems in the Mediterranean by using private fishermen's "tally-books" and historical information

**Ref.: Contract notice published in the Official Journal of the European Union
S/1 of 03/01/2009 (ref. 2009/S 1-000193)**

Dear Sir/Madam,

1. I enclose the call for tenders relating to the above-mentioned contract.
2. If you are interested in one of this contract, you should submit a tender in triplicate in one of the official languages of the European Union, in accordance with section 3 of the tendering specifications.
3. Tenders must be submitted as follows:

- **either sent by post (registered mail) or by courier service** no later than 20.03.2009 to the following address:

Post:
European Commission
Directorate-General for Maritime
Affairs and Fisheries
Unit MARE-F-1 (Ref. MARE/2008/11)
Office: J-99 5/7
B – 1049 BRUSSELS

Courier service:
European Commission
Directorate-General for Maritime
Affairs and Fisheries
Unit MARE-F-1 (Ref. MARE/2008/11)
Office: J-99 5/7
**Avenue du Bourget 1
B – 1140 BRUSSELS (Evere)**

In this case, the evidence of the date of dispatch shall be constituted by the postmark (registered mail) or the date of dispatch on the deposit slip (courier service).

- **or delivered by hand** (by the tenderer in person or by an agent) to the following address:

European Commission
Directorate-General for Maritime Affairs and Fisheries
Unit MARE-F-1 (Ref. MARE/2008/11)
Office: J-99 5/7
Avenue du Bourget 1
B – 1140 BRUSSELS (Evere)

no later than 16.00 on 20.03.2009. In this case, a receipt must be obtained as proof of submission, signed and dated by the official in the Commission's central mail department who takes delivery. The department is open from 08.00 to 16.00 from Monday to Friday. It is closed on Saturdays, Sundays and Commission holidays.

4. Tenders must be placed inside two sealed envelopes. The inner envelope, addressed to the department indicated in the invitation to tender, should be addressed as follows: **"Call for tenders No MARE/2008/11, not to be opened by the internal mail department"**.

If self-adhesive envelopes are used, they must be sealed with adhesive tape and the sender must sign across this tape.

The inner envelope must also contain three sealed envelopes, one envelope containing the documentation for the identification of the Tenderer and exclusion and selection criteria; one envelope containing the technical tender and one envelope containing the financial tender. Each of these envelopes must clearly indicate the content ("Identification, Exclusion and Selection Criteria", "Technical" and "Financial").

5. The tendering specifications and the draft contract are attached to this invitation to tender. The specifications list all the documents that must be produced in order to tender, including the exclusion, selection and award criteria.
6. Tenders must be:
 - signed by the tenderer or his duly authorised representative;
 - perfectly legible so as there can be no doubt as to words and figures;
 - drawn up and presented according to the instructions of the tendering specifications.
7. Period of validity of the tender, during which you may not modify the terms of your tender in any respect: 9 months as from 20.03.2009.
8. Submission of a tender implies acceptance of all the terms and conditions set out in this invitation to tender, in the tendering specifications and in the draft contract and, where appropriate, waiver of the tenderer's own general or specific terms and conditions. It is binding on the tenderer to whom the contract is awarded for the duration of the contract.
9. Contacts between the contracting authority and tenderers are prohibited throughout the procedure save in exceptional circumstances and under the following conditions only:
 - Before the final date for submission of tenders:

At the request of the tenderer, the contracting department may provide additional information solely for the purpose of clarifying the nature of the contract.

Any requests for additional information must be made in writing only to:

fax No +32 2 296 59 52

or

e-mail address: mare-tenders@ec.europa.eu

For practical reasons, requests for additional information received less than five working days before the closing date for submission of tenders will not be processed.

The Commission may, on its own initiative, inform interested parties of any error, inaccuracy, omission or any other clerical error in the text of the call for tenders.

Any additional information including that referred to above will be made available on Directorate-General Fisheries website at the following address:

http://ec.europa.eu/fisheries/tenders_proposals_en.htm

The site will be updated regularly and it is tenderers' responsibility to check for updates and modifications during the tendering period.

- After the opening of tenders

If clarification is required or if obvious clerical errors in the tender need to be corrected, the contracting authority may contact the tenderer provided the terms of the tender are not modified as a result.

10. This invitation to tender is in no way binding on the Commission. The Commission's contractual obligation commences only upon the signature of the contract with the successful tenderer.

Up to the point of signature, the contracting authority may either abandon the procurement or cancel the award procedure, without the tenderers being entitled to claim any compensation. This decision must be substantiated and the tenderers notified.

11. You will be informed whether or not your tender has been accepted.
12. Processing your reply to the invitation to tender will involve the recording and processing of personal data (such as your name, address and CV). Such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, your replies to the questions and any personal data requested are required to evaluate your tender in accordance with the tendering specifications and will be processed solely for that purpose. You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to unit MARE/C3. You have the right of recourse at any time to the European Data Protection Supervisor for matters relating to the processing of your personal data.
13. You are informed that for the purposes of safeguarding the financial interest of the Communities, your personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel and/or to the European Anti-Fraud Office (OLAF).

Data of economic operators which are in one of the situations referred to in Articles 93, 94, 96(1)(b) and 96(2)(a) of the Financial Regulation¹ may be included in a central database and communicated to the designated persons of the Commission, other institutions, agencies, authorities and bodies mentioned in Article 95(1) and (2) of the Financial Regulation. This refers as well to the persons with powers of representation, decision making or control over the said economic operators. Any party entered into the database has the right to be informed of the data concerning it, up on request to the accounting officer of the Commission.

The public opening of tenders will take place on 27.03.2009 at 15h00 at the following address: Directorate general for Maritime Affairs and Fisheries, rue Joseph II, 99, 1040 Brussels (metro station: Maelbeek /Maalbeek).

Yours faithfully,

[signed]

Reinhard PRIEBE
Director

Encl.: Tendering specifications

¹ Council Regulation (EC, Euratom) N° 1605/2002 of 25 June 2002 (OJEU L 248 of 16.09.2002), as amended by Council Regulation (EC, Euratom) N° 1995/2006 of 13.12.2006 (OJEU L 390 of 30.12.2006).