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**Belgium-Brussels: Call for expressions of interest — list of advisors related to trade and sustainable development issues within the EU's free trade agreements
2014/S 044-072582**

Notice of call for expressions of interest

1. **Contracting authority:**
European Commission, Directorate-General for Trade, Unit A.3, rue de la Loi 170, 1040 Brussels, BELGIUM. E-mail: trade-vendors-list-fta@ec.europa.eu
2. **Registration procedure:**
The objective of this call for expressions of interest is to set up a list of advisors related to trade and sustainable development issues within the EU's free trade agreements that are currently in force (vendors' list). Expressions of interest should be submitted in one of the official languages of the European Union by electronic means at the following address: <http://trade-vendors-list-fta@ec.europa.eu>
Inclusion on the list entails no obligation on the part of the contracting authority concerning the conclusion of contracts.
3. **Information and documents to be provided:**
Interested parties should provide their full contact details and list the specific fields indicated at point 7 that interest them in their expression of interest.
Please e-mail to trade-vendors-list-fta@ec.europa.eu
4. **General description of the procedure:**
Interested parties are invited to submit an expression of interest in accordance with the rules set out in this notice.
The contracting authority will draw up a list of advisors who have expressed their interest.
Where a specific contract relating to the field described at point 7 is to be concluded, the contracting authority will invite all the advisors on the relevant list to submit either a tender (procedure in 1 step) or a request to participate followed by a tender (procedure in 2 steps). In the case of a procedure in 1 step, the contracting authority will send the advisors the tender specifications relating to the contract in question. In the case of a procedure in 2 steps, the contracting authority will send the advisors only the subject matter of the contract and the exclusion and selection criteria. In the second step, only the advisors fulfilling these criteria will receive the tender specification and will be invited to submit tenders.
5. **Protection of personal data:**
If processing your expression of interest involves 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 reply to this notice and any personal data requested are required for the purposes indicated above in point 4 and will be processed solely for those purposes by the contracting authority indicated in point 1, which is also acting as data controller. Details concerning the processing of your personal data are available on the privacy statement at: http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf
Your personal data may be registered in the early warning system (EWS) only, or both in the EWS and central exclusion database (CED) by the Accounting Officer of the Commission, should you be in one of the situations mentioned in:

— the Commission Decision 2008/969 of 16.12.2008 on the early warning system (for more information see the privacy statement on http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm), or

— the Commission Regulation 1302/2008 of 17.12.2008 on the central exclusion database (for more information see the privacy statement on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm#BDCE).

6. **Use of the list resulting from this notice:**

The list resulting from this notice will be used exclusively for public procurement contracts of the following type:

— service contracts below 134 000 EUR per contract, including low-value contracts.

7. **Full description of the fields covered by the call for expressions of interest:**

Trade and sustainable development (TSD) provisions included in trade agreements concluded by the European Union with third countries cover labour and environmental issues of specific importance in a trade context. Since the EU–South Korea FTA, which provisionally entered into force in July 2011, EU trade agreements include a chapter on TSD. These also provide for each party to have domestic advisory groups made up of civil society representatives with the task of providing advice on the implementation of TSD chapters.

Members of TSD advisory groups represent business organisations, trade unions, NGOs and other organisations, such as research bodies. These organisations use their expertise to provide advice to their respective party on the implementation of TSD provisions included in FTAs. In some cases however, the TSD domestic advisory group expertise may need to be complemented by an external source, such as an expert or an organisation dealing with matters described below.

Interested parties submitting an expression of interest under this call must have specific knowledge on 1 or more issues covered under TSD chapters including, among others: ILO core labour standards; ILO conventions; decent work agenda; multilateral environmental agreements; green growth (including environmental goods and services, energy efficiency); sustainable management of natural resources (e.g. forestry, fisheries); climate change; international trade and investment law; EU law; labour law; environmental law; corporate social responsibility (including relevant international instruments); impact assessment methodology.

The specific areas covered must be specified in the expression of interest.

8. **Place of delivery:**

Mainly Brussels.

9. **Expiry date of the list resulting from this call for expressions of interest:**

The list resulting from this notice is valid for 5 years from dispatch of this notice. Interested parties may submit an application at any time prior to the last 3 months of validity of the list.

10. **Exclusion criteria:**

Advisors (vendors) shall be excluded from participation if:

(a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

(b) they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of a Member State which has the force of 'res judicata';

(c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify, including by decisions of the European Investment Bank and international organisations;

(d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;

(e) they or persons having powers of representation, decision-making or control over them have been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such an illegal activity is detrimental to the Union's financial interests;

(f) they are subject to 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 information, or being declared to be in serious breach of their obligation under a contract covered by the budget;

(g) they have a 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 affinities, family or emotional ties or any other relevant connection or shared interest.

Before signing a contract, advisors shall provide a declaration on their honour stating that they are not in one of the situations of exclusion listed above. In case of doubt, they may be requested to provide supporting evidence of non-exclusion.

11. **'Ex post' transparency:**

Details on the contractors who have concluded a contract of more than 15 000 EUR awarded following the procedure set out at point 4 shall be published on the website of the contracting authority no later than 30 June of the year following the contract award.

These details include name, locality (address for legal persons and region of origin for natural persons), amount, and subject of the contract. For natural persons, the information shall be removed 2 years after the year of the contract award.

12. **Date of dispatch of notice:**

19.2.2014.

13. **Date of receipt by the Publications Office:**

19.2.2014.