**SERVICE CONTRACT NOTICE**

**“Accessible Tourism Project”,**

**External Expertise in :”Electronic Promotional materials, Accessible Tourism Mobile Guides”**

**Location –** Berat, Albania

**1. Reference**

Interreg IPA II CBC PROGRAMME, Greece - Albania 2014-2020/ “Accessible Tourism” / Prot no. 5453, Order No. 53, date 09.11.2020

**2. Procedure**

Simplified procedure

**3. Programme title**

Interreg IPA II CBC PROGRAMME, Greece - Albania 2014-2020

**4. Financing**

WP4

**5. Contracting authority**

The Municipality of Berat

**CONTRACT SPECIFICATION**

**6. Nature of contract**

Global price

**7. Contract description**

This contract is about the creation of a multilingual (Greek, Albanian, English) fully accessible mobile application, for the whole of the Programme area, with interactive maps of the accessible routes and the points of interest (infrastructure / services / activities) along them, tour material on the accessible routes for use at real time providing information on the area of the project, the technical characteristics of the route (i.e. length, duration of pedestrian or road route, ground inclination, points where a potential help for wheelchair users would be needed etc.), the points of tourist interest of the closest to the routes communities (operation details, access to them, etc.).

This Activity is about software development services. A new mobile application must be designed, tested and deployed in common App Stores (the *4ALL accessible tourism app).*

The application must be compatible with all main platforms (Android, iOS, etc.) and accessible to persons with disabilities according to W3C/WAI standards and guidelines.

The app shall act as a "personal guide/assistant“, providing access on the move to personalized and geolocated information, data and services, including alerts, promos and guidance

**8. Number and titles of lots**

External Expertise \_ Electronic Promotional materials, Accessible Tourism Mobile

**9. Maximum budget**

**EUR 20,000**

**CONDITIONS OF PARTICIPATION**

**10. Eligibility**

Participation is open to all natural persons who are nationals of and legal persons [participating either individually or in a grouping (consortium) of tenderers] 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 not allowed.

**PROVISIONAL TIMETABLE**

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

December 2020

**15. Implementation period of the tasks**

4 months

**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.

**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 considered will be the last three financial years for which accounts have been closed.

The economic operator has sufficient financial stability to handle the proposed contract.

the average annual turnover of the tenderer in the last three years, must exceed the annualised maximum budget of 20.0000 Eur

**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.

1 - The tenderer is registered to provide services in web development, mobile app development, software development and relevant;

2- At least one staff currently work for the tenderer in the 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 considered will be the last three years preceding the submission deadline.

The tenderer has provided services under at least one contract with a budget of at least that of this contract in web development, mobile app development, software development or relevant which was implemented at any moment during: three last year .

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 submission of tenders**

The deadline for submission 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 - 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 which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.