

## INTELLECTUAL SERVICES CONTRACT

### OPERATIONAL EVALUATION OF THE PROJECT INTERREG SUDOE CERES SOE2/P5/F0551

**Subject of the consultation:** The purpose of this contract is to provide intellectual services to evaluate the INTERREG SUDOE CERES project

**Contracting authority:**

GEIE FORESPIR  
23 bis boulevard BONREPOS  
31000 TOULOUSE  
+33 534 414 320  
<http://www.foespir.com>

in representation of the CERES project partnership



# CONSULTATION RULES

## 1. Structure identification

### 1.1. Contracting authority and project leader

GEIE FORESPIR, European Economic Interest Group, registered under the unique identification number Siret 423 872 001 000 23, whose headquarters are located at 23 bis boulevard Bonrepos 31000 TOULOUSE / France.

### 1.2. Person in charge of the execution and monitoring of the contract

The person signing the contract is Mr. Chauvin, Director of FORESPIR.

### 1.3. Persons from whom administrative and technical information can be obtained

The person authorised to give technical and administrative information is Mr Chauvin, Director of FORESPIR, [sebastien.chauvin@forespir.com](mailto:sebastien.chauvin@forespir.com)

## 2. General conditions and characteristics of the contract

### 2.1. Procedure

The FORESPIR EEIG is an organization governed by public law according to the European definition (which may include organizations with a private legal personality) insofar as it meets the following criteria

- a. It has been created to specifically meet needs in the general interest which are not of an industrial or commercial nature;
- b. It has legal personality; and
- c. it is financed for the most part by the State, regional or local authorities or other bodies governed by public law, or its management is subject to supervision by those authorities or bodies/organizations, or its administrative, managerial or supervisory body is composed of members more than half of whom are appointed by the State, regional or local authorities or other organizations governed by public law.

As such, FORESPIR must comply with Ordinance No. 2005-649 of 6 June 2005 on contracts awarded by public or private persons not subject to the French public procurement code and thus respect the principles of public procurement: competitive bidding, transparency and equal treatment.

#### **The CERES application file provides for a common expenditure to all project partners.**

As such, this competition is supported by the Leader FORESPIR, the main beneficiary of the INTERREG SUDOE CERES project, which therefore applies it "*Règlement intérieur d'achat visant la conformité du GEIE FORESPIR à l'ordonnance n° 2005-649 du 6 juin 2005 relative aux marchés passés par des personnes publiques ou privées non soumises au code des marchés publics*".

This internal purchase regulation provides that for purchases of supplies, services or works between 3,000 euros and 15,000 euros HT, the adjudicator FORESPIR develops a simple specification note of product or service charges to specify the nature of the purchase, characteristics or technical specificity, volume, deadlines, deliveries, etc.

The specifications are more or less detailed depending on the nature and amount of the proposed purchase; especially when it comes to a need related to the completion of a project.

In the case of a specialized service or product, the purchase settlement provides that the FORESPIR adjudicator has a minimum of 3 quotes (with acknowledgement to prove that the requests were made even in the absence of responses from the provider) and/or advertise on the FORESPIR website and, if applicable, on the website of the project concerned or failing that it uses the current public offer.

The analysis and the ranking of the offers will be carried out by FORESPIR and the awarding of the contract will be notified electronically with acknowledgement, by the Directorate to the attributor.

## 2.2. Duration, commencement and attribution of the contract

The start of the service is scheduled for 01/12/2021.

The CERES project ends on 31/03/2022. By this date, the present service (including the delivery of the report and the summaries) as well as the invoicing must have been completed.

The contract is awarded to a single bidder.

## 2.3. General conditions of execution of the contract, estimated budget and payment terms

The currency unit of the market is the euro.

All prices are quoted exclusive of VAT.

Prices are unitary and are deemed to include all fiscal, parafiscal or other charges levied on the services provided for in this contract.

The reduction or increase in the contractual amount of the contract, whatever the amount, does not give the holder the right to any compensation. The prices are firm for the entire duration of the contract.

An advance payment may be made, the amount of which shall never exceed the value of the service to which it relates. The balance of the contract will be paid after full performance of the service.

## 2.4. Invoicing

The service is paid for equally by all the partners of the SUDOE CERES project (see table below).

Thus, applicants must take into account that invoices will have to be sent in a dematerialised way to several partner structures: Beneficiary number Type of beneficiary NAME Legal nature of the entity Country

Beneficiary number	Type of beneficiary	NAME	Legal nature of the entity	Country
1	Lead partner	GEIE FORESPIR	Public law bodies	France
2	Other beneficiaries	CENTRO DE INVESTIGACION ECOLOGICA Y APLICACIONES FORESTALES CENTRE DE RECERCA ECOLOGICA I APLICACIONES FORESTALS CENTRE FOR ECOLOGICAL RESEARCH AND FORESTRY APPLICATIONS	Public law bodies	España
3	Other beneficiaries	OFFICE NATIONAL DES FORETS	Public law bodies	France
4	Other beneficiaries	CENTRE REGIONAL DE LA PROPRIETE FORESTIERE OCCITANIE	Public law bodies	France
5	Other beneficiaries	Fundación interuniversitaria Fernando González Bernáldez para los espacios naturales	Private non-profit entities	España
6	Other beneficiaries	Instituto Superior de Agronomia	Public law bodies	Portugal

7	Other beneficiaries	Consorti Centre de Ciència i Tecnologia Forestal de Catalunya	Public law bodies	España
8	Other beneficiaries	INSTITUT NATIONAL DE RECHERCHE POUR L'AGRICULTURE, L'ALIMENTATION ET L'ENVIRONNEMENT UMR1201 DYNAFOR	Public law bodies	France
9	Other beneficiaries	FUNDACION CENTRO DE SERVICIOS Y PROMOCION FORESTAL Y DE SU INDUSTRIA DE CASTILLA Y LEON	Public law bodies	España
10	Other beneficiaries	CENTRE REGIONAL DE LA PROPRIETE FORESTIERE NOUVELLE AQUITAINE	Public law bodies	France

They will be sent under the following conditions:

- ⇒ Invoices containing the following information: the name of the structure, the address of the holder and the mention "INTERREG SUDOE CERES project SOE2/P5/F0551";
- ⇒ Purpose of the invoice;
- ⇒ Period of realization of the service;
- ⇒ Price before tax, including tax and VAT if applicable;
- ⇒ Terms of payment and bank reference of the contractor;
- ⇒ The date of the invoice must be before 31/03/2022.

Invoices that do not respect this formalism will be refused by the partners.

## 2.5. Procedures for submitting applications

All documents constituting, accompanying or quoted in support of the application and the offer must be written in French, Spanish, Portuguese or English.

Candidates must submit their applications in accordance with the conditions described below or they will be disqualified.

The presentation file for each application must include the following documents:

1. A declaration on honour duly dated and signed by a person authorised to commit the applicant, certifying that the applicant does not fall into any of the cases mentioned in articles L.2141-1 to L2141-14 of the French Public Order Code;
2. A presentation of the company and the people assigned to the realization of the present service
3. A detailed economic offer with figures
4. An acceptance of the special technical specifications dated and signed

Each of the documents listed above must be signed and dated by a person authorized to bind the candidate or be accompanied, if necessary, by a power of attorney authorizing the signatory to bind the candidate company.

## 2.6. Award criteria for this tender

Responses to this solicitation will be evaluated on 100 points, according to the following criteria:

<b>Technical value</b>	<b>No. of points</b>
Relevance of the response	60
Price	40

## **2.7. Response modality for this call for tenders:**

Responses should be sent no later than **November 30, 2021 (5:00 pm → Paris time, France)**, only by email to [sebastien.chauvin@forespir.com](mailto:sebastien.chauvin@forespir.com)

The selection of the provider following the call for tenders will take place on 01 December 2021 at the latest.

# TECHNICAL SPECIFICATIONS

## 1. Context of the consultation

The landscapes of Southwestern Europe (SUDOE) are made up of a patchwork of semi-natural, agricultural and forest ecosystems which are all interconnected.

These landscapes, shaped by rivers and a variety of landforms, have been sculpted by the actions (both past and current) of humans. In places, human activities have led to a fragmented landscape, which in turn affects biodiversity at different levels (within a forest, for example, but also between various forests or along a body of water, and so on.). On the one hand, human activities may obstruct the free circulation of species between different natural areas, and on the other hand, they affect the natural areas themselves by reducing their ecological and functional quality.

- ✓ Species (fauna and flora) need to be able to circulate and fulfil their biological cycles within their own environment and among various natural areas.
- ✓ This ecological connectivity between forest environments and forest-related areas requires reservoirs of forest biodiversity and corridors that enable the different species (fauna and flora) to circulate or migrate.
- ✓ Wooded areas adjacent to bodies of water play a connecting role by acting as bridges to land areas.
- ✓ Landscape managers are compelled to take these notions into consideration when defining actions to be undertaken, in order to preserve biodiversity in such a way that it remains compatible with the social and economic stakes related to the use of these environments (wood production, visitors, infrastructure, etc.).

The findings that have emerged as a result of the latest research into the ecological makeup of landscapes have enabled us to gain better insight into the need to adopt a comprehensive approach in order to achieve genuine, sustainable improvements in terms of environmental connectivity and biodiversity. This research work has also allowed us to establish cause-effect relationships between anthropogenic pressure (land use), environmental pressures (climate changes) and the way different biological communities respond.

All of this theoretical knowledge acquired throughout the past few years will be used in the framework of the project with the goal of initiating concrete, organised actions to improve the ecological quality and connectivity of the various regions of Southwestern Europe.

The CERES project is based on four actions to:

- ⇒ Develop a common tool for characterising the quality and ecological connectivity of forest ecosystems and waterways within the SUDOE area
- ⇒ Apply this common tool to several areas in order to characterise the quality and ecological connectivity of their forest ecosystems and waterways and by carrying out demonstration pilot actions
- ⇒ Develop joint strategies for the concerted management of forest ecosystems (including waterways) in the SUDOE space
- ⇒ Communicating on the quality of forest and river ecosystems and connectivity

The project partnership is composed by a leader (FORESPIR) and 9 partners from forest natural environment research or management.

More information about the project: <https://www.ceres-sudoe.eu>

## 2. Project funding

The project is 75% co-financed by the European Regional Development Fund (ERDF) under the Interreg V South-West European Programme (SUDOE). The Interreg SUDOE Program supports regional development in south-west Europe by funding transnational projects between France, Spain, Portugal and Gibraltar.

It promotes cooperation to solve common issues, from research and innovation, to the competitiveness of SMEs, to carbon savings, to combat climate change and natural risks, to environmental preservation and management and resource efficiency.

For more information visit the program's website: <https://www.interreg-sudoe.eu>

### **3. Service requested**

As the lead partner of this project, FORESPIR ensures overall coordination between the partners and the managing authorities to ensure the implementation of the actions.

FORESPIR is responsible for the technical coordination of the project.

The CERES project has a task group (WG T.3) entitled "Monitoring and evaluation of the project", which contains an activity T.3.2 entitled "Structure, responsibilities and procedures for project evaluation".

This activity calls for an evaluation mission of the CERES project to be outsourced.

The contractor is asked to evaluate at least 3 aspects:

#### **a) Compliance of the project with the initial objectives**

The aim will be to evaluate the achievement of the project activities and to objectify the contribution of the project results to the achievement indicator. The methods of dissemination of results and deliverables as well as the scope of this dissemination will also be evaluated.

#### **b) The added value of cooperation in partnership**

The aim is to evaluate that the project was indeed a cooperation project and not the pooling of several actions carried out in different territories.

#### **c) The communication** carried out to promote the project, its progress and its results.

### **Clarification of the valuation method:**

It is required at least that

- 1) the contractor conducts a preliminary interview with the Lead Partner in order to frame the evaluation mission
- 2) The contractor conducts interviews with the CERES project partners (in French, Spanish, Portuguese or English).
- 3) The monitoring indicators defined in activity T.3.1 "structure, responsibilities and procedures for monitoring the project" will be made available to the contractor.

### **Details of what the provider will provide:**

An evaluation report will be produced in English and a synthesis (2 or 3 pages) produced in the languages of the project (French, Spanish, and Portuguese).

The Lead Partner is responsible for transmitting these deliverables to the members of the Steering Committee of the project, to the Joint Secretariat of SUDOE and to the National Authorities of the program if necessary

TOULOUSE, 19/11/ 2021

**Read and approved**

**Date:**

**Signature:**