

Interreg Alpine Space programme

Invitation to submit an offer

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Impact Assessment Interreg Alpine Space Programme 2014-2020

European Territorial Cooperation | Status: 8.4.2019





I. Context

The Alpine Space Programme strives for cooperation in and between the Alpine regions and supports transnational projects in the Alpine area fostering territorial development and cohesion. These projects bring key actors of the cooperation area together to develop joint actions for shared solutions on specific Alpine issues. To learn more about the programme, please consult the website <https://www.alpine-space.eu/>

The Land Salzburg (Austria), department for economy, tourism and municipalities, sub-department regional development and EU regional policy, as managing authority (MA) bears the overall responsibility for the implementation of the programme and it carries out procurements of external services needed to support programme implementation. The MA and the Partner States of the programme are supported by a joint secretariat (JS) which is located in Munich.

The programme has elaborated an evaluation plan which can be found at http://www.alpine-space.eu/about/programme-documents/asp_evaluation-plan.pdf. The evaluation plan sets out the evaluation approach for the entire implementation period of the programme, taking into account lessons learnt from evaluations made in previous programming periods and the budgetary framework. The plan is meant to enable informed programme management and policy decisions to support the programme implementation and its result orientation. It sets out the framework to properly plan and implement quality programme evaluations with the aim to secure the programme's effectiveness, efficiency and impact.

To support the implementation of the evaluation plan the programme has set up an evaluation steering group (ESG) composed by members of the programme committee (PC), Alpine Space contact points (ACP), national evaluation experts, MA and JS. The European Commission is also invited to join. The ESG fulfils the following functions:

- representing the programme stakeholders and allowing their participation in the implementation of the evaluation plan,
- providing expertise to support the implementation of the evaluation plan, e.g. providing input on the evaluation questions, the terms of reference for the selection of evaluation experts; facilitating whenever possible access to information, data and/or data sources useful for the evaluations; reviewing the evaluations reports; proposing and monitoring of follow-up measures based on evaluation findings.



This award procedure aims at selecting a service provider to conduct the impact assessment for the Interreg Alpine Space programme 2014-2020. The present award procedure is direct contracting according to § 46 of the Austrian procurement law (Bundesvergabeengesetz 2018).

II. Specification of services

1. Tasks to be carried out by the successful bidder

According to Article 50 (1) of Regulation (EU) No. 1303/2013 the impact of programmes shall be evaluated, in the light of the mission of each ESI Fund, in relation to the targets under the Union strategy for smart, sustainable and inclusive growth and, having regard to the size of the programme, in relation to GDP and unemployment in the programme area concerned, where appropriate.

According to Article 56 (3) of the same regulation at last once during the programming period, an evaluation shall assess how support from the ESI Funds has contributed to the objectives for each priority. All evaluations shall be examined by the monitoring committee and sent to the Commission.

The successful bidder shall carry out this impact assessment and perform its tasks in close coordination with the ESG. It is expected to take part in several meetings (about six) of the ESG or programme committee in Salzburg, Munich or other easy to reach places in the alpine area.

2. Relevant documents to be taken into account by the successful bidder

The contractor is expected to take into account the following regulations and documents:

- Regulation (EU) No. 1303/2013, in particular Articles 54, 56, 110 and 114, available at https://ec.europa.eu/regional_policy/en/information/legislation/regulations/



- EC Guidance on monitoring and evaluation, ERDF and cohesion fund 2014-2020, available at
https://ec.europa.eu/regional_policy/sources/docgener/informat/2014/guidance_monitoring_evaluation_en.pdf

- The following programme related documents, which can be downloaded at
<https://www.alpine-space.eu/about/the-programme/main-programme-publications>
 - the current programme Interreg Alpine Space 2014-2020,
 - the two evaluations which have been carried out as regards this programme,
 - the evaluation plan of the programme,
 - the annual implementation reports of the programme,
 - programme flyers and brochures, e.g. on the relation between programme and EUSALP.

- The results of the ESPON project “Alps2050 – Common Spatial Perspectives for the Alpine Area. Towards a Common Vision”, available for download at:
<https://www.espon.eu/Alps2050>

- documents set up in the course of the EU Strategy for the Alpine Region, available at:
<https://www.alpine-region.eu/official-documents-guidelines>

Please note that the list above is not exhaustive and might change throughout the duration of the contract. The relevance of further documents will be discussed and decided by the ESG. Documents which are not available on the internet will be provided to the successful bidder by the MA or JS.

3. Objectives and Scope of the Evaluation

The overall objective of the impact assessment is to assess how the programme’s funding has contributed to the objectives of each funding priority. The ESG has specified the **objectives of the impact assessment** which can be clustered into three aims as follows:



Evaluation objective 1: Identify the benefits brought by the programme

- Territorial dimension: identify which are the benefits and how they are distributed in the alpine territories (metropolises, cities, stable/growing/declining/shrinking rural areas),
- Social dimension: identify the added value of territorial cooperation (Alpine Space) for the life of the people living in the area,
- Policy dimension: clarify how and to what extent the programme/projects deliver change in policy making? Identify types of effects on the policies of the area,
- Show concrete/visible examples of the difference made by the programme,
- Provide evidence on the benefits brought by transnational cooperation (as opposed to other actions).

Evaluation objective 2: Gain insights into the relation with EUSALP

- Identify the interactions between EUSALP and the Alpine Space programme and their different roles,
- Understand how and by which means/procedures the programme contributes to the implementation of EUSALP; identify realistic expectations from/to EUSALP,
- Identify and showcase the contribution provided by the Alpine Space projects for the implementation of EUSALP and relevant action groups.

Evaluation objective 3: Gather input for the future design of programme and projects

- Identify the new/future territorial cooperation needs of the programme area,
- Support the definition of the thematic concentration of the programme: understand in which fields the programme has delivered a stronger/lighter added value, and whether cooperation equally makes sense in all objectives/priorities,
- Identify the characteristics of the most effective projects, as well as the typology of project results,
- Clarify the benefits/most successful ways of involving private partners,
- Understand how cooperation among the programme stakeholders could be improved,



- Understand how to reinforce the impact of the programme in the period 2021-2027.

For each of these objectives the ESG has defined a number of indicative **evaluation questions** which have been acknowledged by the PC. The successful bidder may propose alternative or additional relevant evaluation questions. For all questions that shall be answered by the impact assessment the contractor shall provide suggestions for future improvements in programme design, implementation and evaluation.

Objective 1: Identify the benefits brought by the programme

- Which benefits have been brought by the programme to the cooperation area (e.g. but not exclusively in terms of quality of governance, integration of policies, sustainable economic development, other sectors)? Could spill over effects be observed, e.g. have there been effects of transnational cooperation among players in other thematic fields and economic sectors than those directly tackled by the programme?
- How are the effects of the programme distributed in the alpine territory (metropolises, cities, stable/growing/declining/shrinking rural areas, tourism areas)?
- What added value has the programme delivered for the quality of life of the people living in the area (including but not limited to young people, elderly, women, migrants)?
- How and to what extent do the programme/projects deliver change in policy making?
- In how far has the programme contributed to achieving a higher quality and intensity of transnational cooperation? Which specific benefits is transnational cooperation bringing (as opposed to other actions)?
- How have the priorities and/or specific objectives contributed to wider strategies, including the Europe2020, territorial agenda, the horizontal principles defined by the programme and European Commission (non-discrimination, sustainable development, etc.)?

Objective 2: Gaining insights into the relation with EUSALP

- How do the programme and the EUSALP strategy interact? Which functions/roles do they fulfil? Which conclusions can be drawn for the future?



- How and by which means/procedures does the programme contribute to the implementation of EUSALP? Which other contribution from the programme could be realistically expected?
- Which contribution has been provided by the Alpine Space projects to the implementation of EUSALP and the relevant action groups' activities?

Objective 3: Gather input for the future design of programme and projects.

- Which measures were particularly successful and what continued interventions would be needed (in which fields, territorial types, social groups)? Does cooperation equally make sense in all objectives/priorities? Where is the need/added value stronger?
- Which new/future territorial cooperation needs can be identified in the programme area?
- Which are the characteristics of the most effective projects, as well as the typology of project results?
- What are the benefits/most successful ways of involving private partners?
- How could the cooperation among the programme stakeholders be improved?
- How can the impact of the programme be reinforced in the period 2021-2027?

As regards the methodology, a theory based approach shall be assumed. The bidder shall select the methodology that it considers most appropriate to reach the aims of the evaluation. The methodology shall reflect existing information sources and propose a mix of methods and techniques of evaluation, e.g. interviews, surveys, case studies. The bidder shall set out the intended methodology in its offer.

The evaluation should cover a critical mass of co-funded projects. Here it shall be mentioned that the first co-funded projects have been closed and a number of projects are in their final year of implementation. Moreover and since the co-funded projects are comparable, an option could also be to assess a sample of projects that have been funded in the Interreg programme Alpine Space 2007-2013.

It is envisaged to publish the results of the impact assessment on the programme's website and to use the results as input for elaborating a successor programme Interreg Alpine Space 2021-2027



as well as basis to communicate the results of the Interreg Alpine Space programme 2014-2020. Therefore, the evaluation reports delivered by the successful bidder shall present the results in infographics, diagrams, maps and other ways that can be used for programme communication measures and towards the general public.

4. Organisation of Work

Please note that a **kick off meeting between ESG and the successful bidder will take place in the premises of the MA in Salzburg on May 15th 2019 2.30 pm – 6.30 pm**. In the course of this kick off meeting the working methodology and time schedule shall be fine-tuned. The successful bidder shall therefore be prepared to present its offer and proposed work approach at that meeting. Based on the agreements made in this meeting the successful bidder is expected to deliver a short document in which the methodological approach, work plan, time schedule, etc. are precisely laid down.

Working language of the programme is English, thus all documents have to be set up and all communication shall be done in this language.

Please note that the programme expects the successful bidder to commence work as soon as possible after the contract has been awarded. Thus, companies interested in the present tender are expected to allocate respective necessary resources.

The evaluation work shall be split into two phases:

Phase 1 - Impact assessment in the period May 2019 until February 2020: in this first phase the main work shall be delivered and as many evaluation questions as possible shall be answered (as the interim results shall help to make improvements in the still running programme 2014-2020 but foremost feed into the process of preparing the programme 2021-2027). An interim report shall be provided by the contractor in November 2019. This first phase is envisaged to be closed with a final report by February 2020.

Phase 2 - Impact assessment addendum in 2022: in this second phase achievements of further co-funded projects which will enter their final phases by then could be assessed. Moreover, some



further specific aspects could be evaluated which might have become evident during the first phase or might be asked for by the programme (about 10-15 person days). This phase will begin with a kick-off meeting with the ESG in February/March 2022, an interim report shall be submitted by June 2022 and the evaluation shall be finalised with a final report by September 2022 at the latest. The bidders are invited to propose in their offer which further aspects the programme could look at in this second phase.

III. General Terms of the Procurement Procedure

1. Awarding and contracting authority

This procurement procedure is conducted by the Land of Salzburg as managing authority of the Interreg Alpine Space programme, department for economy, tourism and municipalities, sub-department regional development and EU-regional policy, Südtirolerplatz 11, Postfach 527, 5010 Salzburg that will conclude the service contract with the successful tenderer.

2. Object and process of the procurement procedure

The selected procurement procedure is a direct award procedure according to § 46 of the Austrian procurement law (Bundesvergabegesetz 2018).

3. Competent authority in the review procedure

Competent authority for the review procedure regarding the present procurement is the "Landesverwaltungsgericht des Landes Salzburg", Wasserfeldstraße 30, 5020 Salzburg, according to the provisions of the law of Salzburg regarding the review of procurement procedures, Salzburger Vergabekontrollgesetz 2007, LGBl Nr. 28/2007 in its current version. The language of the review procedure is German.

4. Requests for further information

All questions essential for setting up the offer shall be formulated in written and transmitted via e-mail to the following address by April 23rd 2019 at the latest: js@alpine-space.eu.

They shall be formulated in English language and marked with the note „request related to the



procurement of an impact assessment of the programme Interreg Alpine Space 2014-2020". The potentially necessary clarifications will be published on the following website by April 25th 2019, i.e. before the deadline for the offer, and the bidders shall take note of them when elaborating their offers: <http://www.alpine-space.eu/news-events/procurement-procedures-job-vacancies/procurement-procedures>

It is incumbent to the bidder to point, without delay, to possible contradictions, incompleteness or any other objections against the specification of services so that the contracting authority is, if necessary, enabled to react and to amend the tender documents early enough. In the event of non-compliance with that obligation, the bidder will be liable for the consequences. In particular, it will not be entitled to any claims against the contracting authority due to an incorrect tender.

5. Admissibility of subcontractors

The transmission of the whole assignment to subcontractors is not allowed. Parts of the services may only be commissioned to subcontractors if these have the licenses, the general professional reliability, the technical, financial and economic capacity necessary for the part of the service that they shall take over. In the bid the candidate shall indicate the names of the companies that are intended to be commissioned with parts of the services respectively have already been commissioned. If a change of a subcontractor or an assignment of parts of the services to subcontractors not already set out in the application shall take place during the period of performance prior written approval of the contracting authority shall be requested.

The bidder shall indicate all subcontractors in the offer whose capacities are used for reasons related to licenses and capacities. The name of the subcontractor, the part of the services which the subcontractor shall take over and the value of it in percent of the overall contract value as well as the licenses and capacities of the subcontractor used by the bidder shall be set out. Upon request the bidder shall furnish proof that the respective subcontractor will make available to the bidder the necessary means to perform the service (in case of substitution of technical capacity) respectively that the subcontractor will be liable solidly united with the bidder to the contracting authority (in case of substitution of financial and economic capacity).

6. Consortium of bidders



Setting up a consortium of bidders is admissible. The members of the consortium have to provide for a legally binding declaration in the offer that:

- indicates all members of the consortium as well as an authorised representative of the consortium,
- contains the declaration that this authorised representative will represent the members of the consortium in a legally binding way vis-à-vis the contracting authority, and
- contains the declaration that in case of the award of the contract the consortium will deliver the services as consortium and that each member of the consortium shall be jointly and severally liable to the contracting authority together with the other members of the consortium for the delivery of the service.

Multiple participation of a bidder, be it as bidder and member of a consortium of bidders or as member of several consortia for the present contract award is not admissible and will lead to the exclusion of this bidder and all consortia which it was part of from the procurement procedure. However, taking part in several different procurement procedures for different expert services that the programme has launched at the same time is possible.

Any change in the composition of the consortium after the contract award requires the consent of the contracting authority.

7. Observance of the provisions of the labour and social legislation

Herewith it is expressly set out that the elaboration of an offer for services to be performed on the territory of Austria has to be done in observance of the respective labour and social legislation effective in Austria. When submitting the offer the bidder has to oblige itself to respect all obligations resulting from these provisions (see § 93 BVergG 2018).

8. Compensation for the elaboration of the offer

No reimbursement of costs arising from the elaboration and submission of the offer will take place.

9. Minimum requirements and grounds for exclusion

9.1. Grounds of Exclusion from the Procurement Procedure



§ 78 BVerG 2018 states grounds for the exclusion of candidates from the procurement procedure (e.g. the bidder has been convicted of an offence concerning professional conduct, has been found guilty of grave professional misconduct, is bankrupt, is being wound up or has suspended business activities, has not fulfilled obligations relating to the payment of social security contributions or taxes).

Thus, bidders have to set out their licences, general professional reliability, technical and financial and economic capacity. Bidders that do not fulfil these requirements or cannot provide evidence will be excluded from the participation in the present procurement procedure. In the following it is set out which documents are requested by the contracting authority as proof of the above-mentioned requirements.

9.2. Documents to be provided in the offer

According to § 80 par 2 BVerG 2018 bidders may prove their licences, general professional reliability, technical, financial and economic capacity by submitting a declaration in which they declare that they fulfil the minimum requirements relating to general professional reliability, financial, economic and technical capacity as set out in the present tender documents and that they can provide evidence if requested by the contracting authority during the procurement procedure. In such a declaration the licences of the bidder have to be set out. According to § 80 par 5 BVerG 2018 the bidder may furnish proof of licences, reliability and capacity also by providing evidence of registration in a relevant, generally accessible directory maintained by a third party if the documents required by the contracting authority are available therein and can be directly accessed by the contracting authority itself (e.g. entry in the Austrian Auftragnehmerkataster ANKÖ).

According to § 80 par 3 BVerG 2018 the contracting authority reserves its right to request from certain bidders the submission of the documents as set out below. The documents requested below shall not be older than three months.

- evidence of general professional reliability (§ 82 BVerG 2018): the latest account statement of the competent social security institution or the latest debit note of the competent tax authority and a copy of the entry in a professional or trade register or extract of the judicial record or an equivalent document issued by a judicial or administrative entity of the country in which the bidder is established. Failing this a declaration of honour on compliance with the exclusion criteria.



- evidence of licences (§ 81 BVerG 2018): an authorisation which is required in the member state of establishment of the bidder for the performance of the present services shall be submitted or a proof of being member of a particular organisation in order to perform the respective services in its country of origin.
- evidence of financial and economic capacity (§ 84 BVerG 2018): a balance sheet or extracts from balance sheets where publication of the balance sheet is required under the law of the country in which the economic operator is established or a self declaration on the total annual turnover for the last three financial years, a declaration that the subcontractor will be jointly and severally liable to the contracting authority (in case the bidder uses the capacity of a subcontractor to furnish proof of its financial and economic capacity),
- evidence of technical capacity (§ 85 BVerG 2018): information on the average number of staff and staff in leading positions of the company in the last three years, proof that the subcontractor which the bidder makes use of to provide evidence of the required technical capacity will provide for the necessary re-sources to the bidder in case of assignment, confirmation that the bidder holds the required licences for performing the relevant services and has the required capacities and experience.

10. Award Criteria

The following criteria will be used to select the economically most advantageous offer.

Criterion	Weighting
Qualification of proposed expert or experts, i.e. education, professional experience and knowledge in the evaluation of ESIF-programmes, especially impact assessments, knowledge of Interreg-programmes and their context and requirements, knowledge of the Interreg Alpine Space programme, thematic knowledge in the topics addressed by the programme such as (social) innovation, energy, transport and mobility, natural and cultural heritage, ecosystem services and environmental risks, multilevel governance.	45 % = 45 points
Methodology, i.e. plausibility and quality of proposed methodology, i.e. suggested amount of person days, proposed work programme	30 % = 30 points
Price The highest points will be awarded to the bidder with the lowest price, the other bidders get a proportion thereof (=the lowest price offered/the price of the bid under consideration*25).	25 % = 25 points



Total	100 % = 100 points
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IV. Offer and next steps

The offer shall be submitted in English language and include:

- A CV of the person(s) that shall deal with the present service, including information as regards the education and professional experience and knowledge as set out in the description of the award criterion qualification of proposed expert(s) above. For the CV the bidder shall use the European format (<https://europass.cedefop.europa.eu/de/documents/curriculum-vitae/templates-instructions>).
- A proposal of the methodology that shall be applied when delivering the present service, i.e. work programme, implementation schedule and estimated person days, taking into account the present document,
- The offered price shall be a lump sum which covers all costs arising from the complete delivery of services (phase 1 and phase 2) as described above such as office and material costs, travel and subsistence costs, costs for any subcontracts, overhead costs, taxes, charges. Additional costs will not be reimbursed. VAT is to be indicated separately and prices have to be indicated as fixed prices.

The offer shall be submitted electronically (scanned version of signed bid) to js@alpine-space.eu until **Tuesday, April 30th 2019 12.00 noon**.

Next steps: Please note that this is a direct award procedure. Thus, the contract award is planned to take place by Tuesday May 7th 2019.