

DELCOF S.A. (Coordinator) -APAR (Partner)

**OPEN CALL FOR PROPOSALS
2020/03
for the programme
101015657 – Taste Me**



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1. Introduction

DELCOF S.A., (the Coordinator) and **APAR - Asociatia pentru Promovarea Alimentului Romanesc** (the Partner) **are the Contracting Authorities** for the Open Call for Proposals 2020/03 for the selection of implementing body(ies) with award criterion the most economically advantageous tender, for the implementation of the multiprogramme (hereinafter the "project") **101015657 – Taste Me** submitted under **AGRI-MULTI- A- 2020** Call for proposals for multi programmes 2020 – Promotion of agricultural products) and has been approved according to Ref. Ares(2020) 4856389 - 16/09/2020 letter from the EUROPEAN COMMISSION, CONSUMERS, HEALTH, AGRICULTURE AND FOOD EXECUTIVE AGENCY, with total budget EUR 3.447.250 and duration 36 months starting from 01.04.2021.

The procurement will be conducted based on the conditions mentioned in the present and have been approved by the competent bodies of the Contracting Authorities. All contents of the present, terms and requirements are mandatory for participants. Tenders which, in the judgment of the Evaluation Committee, hereinafter referred to as "the Committee", are considered as vague or ineligible for evaluation or contain terms contrary to the present and / or heresies, or contain incomplete or inaccurate information, are classified as inadmissible and rejected. The Committee will be responsible for conducting and evaluating submitted tenders. The participating economic operators waive any right to claim any compensation from the Contracting Authorities in case of postponement, cancellation of the procedure or rejection of their submitted tender for any reason or in case the implementation of the service contract does not proceed.

The deadline for submitting a tender is on, December, 18th 2020 13:00 and place of submission is the premises of the Coordinator P.O. BOX 5 - KOPANOS - ANTHEMIA - IMATHIA GREECE GR-590 35. For more information please refer to Ms. Apostolou Olympia (sales@delcof.gr, tel: +30 2332043237) or to Ms Daniela Tanase (proiecte@apar.ro, tel: +40 213512603)

Estimated value of the service contract is EUR **3.235.639** (without VAT), is divided in two (2) LOTS and includes direct cost of actions, fees of implementing body and other direct costs of actions.

The project is financed by 20% with own contribution of Contracting Authorities and 80% with financial aid of the European Union.

2. Legislation

The Open Call is conducted in order to reassure the most efficient implementation of project in the best quality-price ration. Selection and award process is based on the principles of transparency, impartiality and protection of public and union funds. The procurement is based on two conditions: with the best possible value for money ration and avoid of conflicts of interest. The competitive process is conducted in accordance with national and Community legislation and in particular:

- **Regulation (EU) No 1144/2014** of the European Parliament and of the Council of 22 October 2014 on information provision and promotion measures concerning agricultural products implemented in the internal market and in third countries and repealing Council Regulation (EC) No 3/2008.
- **Commission Delegated Regulation (EU) 2015/1829** of 23 April 2015 supplementing Regulation (EU) No 1144/2014 of the European Parliament and

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of the Council on information provision and promotion measures concerning agricultural products implemented in the internal market and in third countries

- **Commission Implementing Regulation (EU) 2015/1831** of 7 October 2015 laying down rules for application of Regulation (EU) No 1144/2014 of the European Parliament and of the Council on information provision and promotion measures concerning agricultural products implemented in the internal market and in the third countries
- **Note “GUIDANCE ON COMPETITIVE PROCEDURE” of the EUROPEAN COMMISSION** (DIRECTORATE-GENERAL FOR AGRICULTURE AND RURAL DEVELOPMENT | Directorate B. Multilateral relations, quality policy | B.5. Promotion) DDG1.B5/Mj/db D(2016)3210777 agricultural products implemented in the internal market and in the third countries
- **Joint Ministerial Decision 419/18559/2017** laying down details on the implementation of Reg (EU) 1144/2014 of the European Parliament and of the Council and of **Commission Implementing Regulation (EU) 2015/1831** of 7 October 2015 on information provision and promotion measures concerning agricultural products implemented in the internal market and in the third countries
- **APPLICANT'S GUIDE** on the implementation of the measure of information and promotion of agricultural products on the internal market and in third countries, code PPA2-AE, 1st edition, copy no. 1, 2018 (Romania).
- **The Grant Agreement “-101015657 – Taste Me”**, between DELCOF S.A. and APAR as beneficiaries and the Consumers, Health, Agriculture and Food Executive Agency (CHAFEA), under the powers delegated by the European Commission signed on November 9th, 2020.

3. Publicity

A contract notice has been published on the Supplement of the Official Journal of the EU, at the websites of the Contracting Authorities, in two newspapers in national press in Greece and at the portal of Chamber of Imathia.

4. Contract scope

4.1. Contracting Authorities

Coordinator:	DELCOF SA - HELLENIC CANNED FRUIT INDUSTRY NETWORK delcof@delcof.gr www.delcof.gr P .O. BOX 5 - KOPANOS - ANTHEMIA - IMATHIA GREECE GR-590 35 Tel. +30 23320-43237 Fax +30 2332-043006 Contact person: Ms Olympia Apostolou (sales@delcof.gr)
Partner:	APAR - Asociatia pentru Promovarea Alimentului Romanesc Str. I. C. Bratianu nr. 97 A, (fosta Sos. Chitila-Padure nr. 18), Mogoșoaia office@apar.ro www.apar.ro Contact person: Ms Daniela Tanase (proiecte@apar.ro)

The contract includes the implementation of a series of information and promotion activities divided into the following categories, detailed and described in Annex B of the present:

- Public Relations
- Website, social media
- Advertising (Print, online)
- Communication tools (publications)
- Events (stands at trade fairs, seminars-workshops, study trips to Europe and other events)
- Promotion at points of sale

4.2. Estimated value of the contract

Total estimated value of the contract is EUR **3.235.639** (without VAT)

The contract is divided in two (2) Lots:

Estimated value of LOTGR is EUR 2.222.205 (without VAT)

Estimated value of LOTRO is EUR 1.013.434 (without VAT)

Tenders should include all project related direct and other direct costs and should concern all lots. No variants or options will be accepted.

5. Communication

Communication should be in English by email to the above mentioned contact points. Requests for clarification regarding the procedure or the scope of the contract may be addressed to either contact points no later than five (5) days before the deadline of submission of tenders.

A reply to the clarifications regarding the procedure or the scope of the contract will be disclosed to economic operators the latest three (3) days before the deadline of submission of tenders.

Tenders will be submitted in English. Administrative and supporting documents should be submitted in original language and accompanied by a brief translation in English.

Any kind of communication with Contracting Authority during the procedure will be in English.

6. Procedure

6.1. General terms

Deadline and place of submission of tender is December 18th, 2020 on 13:00 at the premises of the Coordinator (P .O. BOX 5 - KOPANOS - ANTHEMIA - IMATHIA GREECE GR-590 35).

Opening of tenders submitted will take place on December 18th, 2020 on 14:00 at the premises of the Coordinator, by the delegated Committee in a closed meeting. Tenders must be submitted, by post or courier at the closing time for the submission of tenders. The Contracting Authorities are not responsible for any delivery that has been made by post or courier that might arrive at the place of submission after the foreseen date and time. In such case tender will not be accepted, are not unsealed and are kept for one week period on which economic operators reserve the right to retrieve them.

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Tenders should be valid and bind the participating operators for two (2) months, starting from the day following the deadline for submitting a tender. Each tender will receive a unique reference number.

It is pointed out that a Tender is not accepted and is excluded from the evaluation in case that according to the decision of the Committee:

- Do not comply with the specific and general terms, of the present
- It is vague and cannot be evaluated or is conditional or contains incomplete or inaccurate data
- The Economic Offer does not clearly indicate the price offered or it is higher than the estimated value of the contract or it includes an excessive discount which according to the Committee does not guarantee the best quality – price ratio.

All terms and conditions of the present are mandatory for participants. Tenders that are vague and inadmissible, contain terms that are contrary to or conditional on, or contain incomplete or inaccurate information, are classified as unacceptable and rejected. The participants waive any right to claim any liability of any kind or to claim any compensation from the Contractor in case of postponement or cancellation or cancellation of the tender or rejection of their submitted bid for any reason or non-definitive start of implementation of the project for any reason.

6.2. Participation terms

Participation presupposes and is a presumption that the economic operator is informed of the present, as well as all the relevant conditions for the implementation of the project and the regulative and legislative framework. Participation is open to all economic operators as following:

- i) Natural or legal persons or partnership / consortium of those engaged in services related to promotion, advertising and marketing services and / or consulting services and operating lawfully in Greece or in another EU or European Economic Area (EEA) Member State or in third countries that have signed the Public Procurement Agreement of the World Trade Organization. A partnership / consortium is not obliged to form a specific legal entity at the stage of submitting the tender, however in case the contract is awarded to a partnership / consortium, Contracting Authorities reserve the right request from the partnership / consortium to have a certain legal form. In such case, partnership / consortium is obliged to form such a legal entity according to the national legislation applied.
- ii) They must meet the conditions set in Regulation (EU) 1144/2014 and Regulations (EU) 2015/1829 and 2015/1831 and in JMD 419 / 16.03.2017
- iii) They are not in situation of conflict of interests, which may adversely affect the execution of the contract, in accordance with the provisions of article 110 par. 1c of Reg. 966/2012
- iv) They have economic activity at least three (3) years before the publication of the Call for proposals
- v) A natural or legal person or a subcontractor is not allowed to participate in more than one tender, with a penalty of exclusion of all the tenders in which he participates.

6.3. Rely on third parties

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Economic operators may, in respect of the criteria of economic and financial standing and technical and professional capacity, rely on the competences of other bodies, irrespective of the legal nature of the bond with them. In this case, they shall demonstrate that they will have the necessary resources at their disposal by producing the relevant commitment of the bodies on which they rely.

Specifically, with regard to the related professional experience, economic operators, may only rely on the capabilities of other entities if they perform the tasks or services for which those capabilities are required. Where economic operators rely on the competences of other bodies in relation to the criteria relating to the financial and financial competence required by the declaration, those economic operators and those on which they rely shall be jointly and severally liable for the performance of the contract. Under the same conditions, economic operators' partnership/consortium may rely on the competences of the participants in the partnership/consortium or other entities.

6.4. Tender Guarantee

Economic operators should submit a tender Guarantee of Euro ten thousands (EUR 10.000) according to the specimen of ANNEX A. Guarantees are issued by financial or credit institutions operating legally in the Member States of the European Union. The corresponding guarantee documents, if not formulated in English, will be accompanied by an official translation in English. The guarantee will be valid for at least one (1) month after the deadline of submission of tenders

6.5. Content of Tenders

A Tender should be written in English, submitted in one (1) original hard copy and one(1) electronic copy. Each tender should include two (2) dossiers as following. The tender and each dossier should bare the following indication:

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To the attention of the Committee

Supporting Documents Dossier:

Economic operators and members of partnership / consortium have to demonstrate their eligibility, their technical and professional suitability and their financial / economic standing providing the following documents:

No	Document	Reference
1.	<p>Declaration of Honor for the economic operator and the members (in the case of a partnership / consortium) regarding the following reasons: Whether there is an irrevocable conviction for one of the following reasons according to the European and national legislation in force:</p> <ul style="list-style-type: none">(a) fraud(b) Corruption,(c) participation in a criminal organization(d) money laundering or terrorist financing(e) terrorist offenses or offenses related to terrorist activities(f) child labor and other forms of trafficking in human beings <p>The economic operator shall also be excluded where the person against whom the judgment has been rendered irrevocable is a member of its administrative, management or supervisory body or has the power to represent, make or control it (managers, members of the Board of Directors and legal representatives).</p> <p>If in the above cases (a) to (f) the exclusion period as set out above, has not</p>	Annex C

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	been determined by an irrevocable decision, it shall be five (5) years from the date of conviction by an irrevocable decision.	
2.	<p>Declaration of Honor that until the deadline of submission of tenders the economic operator and the members (in the case of a partnership / consortium) does not fall in any of the following situations:</p> <p>a) has failed to pay his taxes or social security contributions and this has been established by a judicial or administrative decision with final and binding effect, in accordance with the provisions of the country of establishment or national law and / or</p> <p>b) it is bankrupt or has been subject to a resolution or special clearance procedure or is forced into liquidation or by a court or has been subject to bankruptcy or has suspended its business or is in any similar situation resulting from a similar process provided for by national law. The contracting authority may not exclude an economic operator who is in one of the situations referred to in this case, provided that it proves that that entity is able to execute the contract, taking into account the applicable provisions and measures to continue its business,</p> <p>c) has concluded agreements with other economic operators with a view to distorting competition; if a situation of distortion of competition from the economic operator's prior involvement in the preparation of the procurement procedure, cannot be remedied by other, less intrusive means;</p> <p>d) if a conflict of interest cannot be effectively treated by other, less intrusive means;</p> <p>e) has been found guilty of one of the following situations:</p> <p>i) has demonstrated a serious or recurrent defect in the execution of an essential claim under a prior agreement resulting in its early termination, indemnities or other similar sanctions</p> <p>ii) has been fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfillment of selection criteria or in the performance of a contract;</p> <p>iii) if has been found guilty of serious misrepresentation in providing the information needed to ascertain the absence of exclusion grounds or to fulfill the selection criteria, he has concealed this information or is unable to provide the necessary supporting documents;</p> <p>iv) has attempted to unduly influence the decision-making process of the contracting authority, to obtain confidential information which may give it an unfair advantage in the award procedure or to negligently provide misleading information which may substantially affect the contracting authority for its exclusion, selection or assignment,</p>	ANNEX C
3.	Tender Guarantee	ANNEX A
4	In case of a partnership / consortium an agreement signed by all members defining the scope, of the Lead Partner, the representative of the partnership/consortium and the tasks undertaken by each member	
5	A certificate of the relevant professional or commercial register of the State of establishment. Economic operator and members of partnership / consortium shall provide a certificate / attestation of the corresponding professional or commercial register certifying both their registration and their qualification their profession. In the event that a country does not maintain such a register, the document or certificate may be replaced by an affidavit or statement issued by notary that such a register is not kept and declaring their activities.	
6	Financial statements (balance sheets, profit and loss accounts) for the last three (3) years.	
7	Statement on the average turnover generated from similar to the present contracts for the last three (3) years. In case of partnership / consortium a cumulative statement by the Lead partner including data from all members of the consortium.	
8	Business profile of economic operator and members of partnership /	

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	consortium with special reference to the following subjects: Overall business activity, Technical infrastructure and human resources technical equipment and the measures taken by the economic operator to ensure the quality of planning and implementing similar activities description and documentation of the professional knowledge and experience in the provision of similar services in the markets of interest	
9	Curriculum vitae with reference to the academic background and professional qualifications of the proposed Project Team members. If proposed executive(s) do not belong to the economic operator, a corresponding statement of the economic operator regarding the employment status, with a clear reference to the duration and the object of employment should be provided.	
10	Project References of similar to the present contracts undertaken or completed during the last five (5) years.	ANNEX D
11	Certificates of banking institutions proving the creditworthiness of the economic operator in the event that for the implementation of the project will be addressed to banking institutions	

The above documents will be assessed according to the selection process described in continuation. Documents issued by organization of public authorities or documents in original language of the economic operator will briefly translated in English.

Quality of project and Economic Offer Dossier

This dossier will include two (2) sections as following:

i) Quality of project

This section should cover the following subjects:

Understanding the project	Description of how economic operator understands and intends to approach the Project. Particular emphasis should be given on understanding the requirements of the Project.
Methodology	Description of the strategy and planning for the implementation of the project. Methodological approach and tools to be used for the implementation of the project in order to ensure its quality and completeness Project Team: composition, presentation of the organizational scheme of implementation,
Detailed action plan / Timeplan	Detailed description of the actions and services offered with a specific implementation schedule

In case that tender includes data or information of confidential nature, that their disclosure of which to the other economic operators or to the Committee would affect their legitimate interests, then the economic operator must use the indication "confidential information". All information of a confidential nature should be summarized at the beginning of the tender. The concept of confidential information relates only to the protection of confidentiality that covers technical or commercial matters of the economic operator business activities.

ii) Economic offer

It should include the Economic offer based on the tables of ANNEX E signed and stamped by the legal representative of the economic operator (or the representative of the partnership / consortium). It will also include detailed analysis (budget breakdown) for each activity included in the proposed price.

Economic operators for presenting their offer should indicate the amount and percentage of their fee on the cost of the actions as well as any travel, accommodation

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or other expenses related to the implementation of the actions. This fee will include all relevant expenses such as staff and associate fees, employer costs of purchasing any equipment and software that will be used for its implementation as well as a) contributions in favor of the insurance funds of its staff, b) income tax, as well as as well as taxes, fees, deductions and any other legal charges as they apply at the time the obligation arises.

6.6. Validity of tenders

A tender will be valid and bind the economic operator for two (2) months, starting from the the deadline for submission of tenders. Contracting Authorities reserve the right to proceed to contract award notice even after after the expiration of validity of the tenders, but this binds the economic operator only if he accepts it.

6.7. Selection and Award criteria

Economic operators and their tenders will be assessed for their compliance with the selection criteria and the award criteria.

Selection criteria	Weighting	Assesement criterion
Professional and technical eligibility	60%	
- Project references	40	Relevance of project references to the scope (products / markets / activities) of the present contract
- Relevance, experience and professional background of project team	20	Relevance of academic and professional qualifications with the proposed role in the project Background in similar projects
Financial capacity and financial standing	40%	
- Business turnover generated from similar to the present contract services	20	Overall number and value of project references
- Turnover of economic operator	20	Ratio of turnover of economic operator to the estimated value of the contract

During the first stage economic operators are assessed according to the selection criteria and should score a threshold of 50 points.

Award criteria	Weighting	Assesement criterion
A - Quality of project		
<i>Understanding the project</i>	30%	Clarity and compliance of the way economic operators perceive the project
<i>Methodology</i>	40%	Clarity and compliance of the proposed methodology Compliance with output and result indicators of the project
Detailed action plan / Timeplan	30%	Clarity and compliance of the proposed action plan. Realism and efficiency of the proposed outputs, results and timeframe of actions

B- Economic offer

Clarity of proposed budget
breakdown analysis
% of fees presented
Total price offered

Only tenders that have qualified from the Selection stage will be assessed according to Award criteria. For the final ranking the following formula will be applied:

$$\{\text{Quality of project (Ai)} * 70\% \} + \{\text{Economic offer (Bi)} * 30\% \}$$

Where:

Ai: the overall ranking of the "Quality of project" of each tender

Bi: the rating of the "Economic offer" of each tender calculated from the P_{max} / P_i fraction, where P_{max} is the estimated value of the contract and P_i is the price of the tender no. (i).

The final ranking of each tender is rounded to two (2) decimal places. The most economically advantageous tender is the one that will achieve the highest score. Upon completion of the evaluation stages, the Commission will prepare a tender results report which will be forwarded to the Contracting Authorities and notified to the participants.

6.8. Evaluation procedure

Opening of tenders will take place at the premises of the Coordinator after the deadline of submission of tenders. The Committee assigned will be responsible for the entire evaluation procedure and the communication with participating economic operators. A protocol of tenders submitted according to the date / hour of submission is prepared. The Committee then proceeds to the opening of each tender's Dossier in descending order as following:

Stage A: Opening of Supporting Documents Dossiers

Each page of the Dossier is signed by members of the Committee and a check on the content, their completeness and compliance with the terms and conditions of the present is made. The Committee completes the table of ranking according to the selection criteria. Only the eligible and qualified tenders will proceed to next stage. The tenders of participating economic tenders that have been disqualified or the ranking of the selection criteria is below the threshold, dossiers "Quality of project – Economic offer" will remain sealed and will be returned along with the justification for their disqualification – out of ranking.

Stage B: Opening of "Quality of project – Economic offer" Dossiers

Each page of the Dossier is signed by members of the Committee and a check on the content, their completeness and compliance with the terms and conditions of the present is made. The Committee completes the table of ranking according to the award criteria and final ranking is based on the above mentioned formula.

The Committee in its final protocol presents the Final Ranking Table in descending order and the tender with the highest rank will be nominated as Temporal Contractor.

6.9. Clarification on tenders submitted

The Committee in any stage of the evaluation process has the right, if it deems it necessary, to request from economic operator(s) the provision of written clarifications.

6.10. Appeals

Appeals or objection is allowed against the contract notice, the present Specifications, the participation of an economic operator and on each stage of the evaluation

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process, until and against the award decision. The appeals – objections are submitted in writing to the Committee as follows:

- a) Against the contract notice and the present Specifications: Within half of the period from the publication of contract notice until the deadline for the submission of tenders. The dates of publication and submission of tenders are also taken into account for the determination of this deadline. The appeal - objection is examined by the Committee, which presents its opinion to the competent body of the Contracting Authority who issues the relevant decision no later than five (5) working days before the deadline for opening tenders
- b) the participation of an economic operator and on each stage of the evaluation process, until the award decision, within a period of three (3) working days, from the date that the interested economic operator became aware of the relevant act of the Contracting Authority or the Committee. This appeal-objection must be notified, to the economic operator against whom it is directed and to the Commission. The appeal - objection is examined by the Committee, which presents its opinion to the competent body of the Contracting Authority who issues the relevant decision no later than five (5) working days from the expiration of the deadline for submitting appeals; objections.
- c) Against the award decision, regarding the legality and completeness of the award documents, within a period of three (3) working days, after the interested party became aware of the above award decision and the above supporting documents. This appeal - objection must be notified, within two (2) days from its submission to the temporal contractor against whom it is directed and to the Committee. The appeal - objection is examined by the Committee, which presents its opinion to the competent body of the Contracting Authority who issues the relevant decision no later than ten (10) working days from the end of the above three-day deadline. Objections submitted for any other reason than the above are not accepted and are rejected. In case of rejection of any appeal - objection, the interested parties reserve the right to appeal to the civil courts of the seat of Contracting Authority.

6.11. Temporal Contract Award Notice

The Contracting Authorities will inform the candidates in writing of the decisions taken regarding the award of the contract, including the reasons why it decided to reject a tender or tenders, the non-award of the contract or any new decision related to the process. The Contracting Authority may decide not to disclose certain information mentioned above, if disclosure of such information could impede the application of the law, be contrary to the public interest or harm the legitimate commercial interests of public or private entities or the conditions of fair competition between them.

The temporal contractor nominated will have to submit within five (5) days the documents of Annex F of the present from the date of receiving the notification by the Contracting Authority. After the control of documents submitted, the Committee forwards its final decision to both Contracting Authorities for the final contract award notice and the signing of service contracts.

7. CONTRACTUAL TERMS

7.1. Service contract – Performance Guarantees

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Two (2) service contracts will be signed according to ANNEX G of the present. Service contracts will be concluded within ten (-10-) days from the written notice by the Contracting Authorities. For signing the service contracts, Performance Guarantees issued by financial or credit institutions operating legally in the Member States of the European Union (ANNEX F) should be presented of value equal to 5% of the value of the contract, excluding VAT.

If the Contractor does not arrive in time for the signing of the contracts or does not provide the necessary performance guarantees, it is declared revoked by a decision the Contracting Authorities and the Tender Guarantee is forfeited in favor of the Coordinator. In case the Contractor is declared for dismissal for the above reasons, the Contracting Authority may decide either to cancel the procedure or proceed with the economic operator who had obtained the second highest ranking.

7.2. Payments

Payments of Contractor shall be done to **100%** of the contractual value of the services delivered partially or in annual base. Payments will be made by the presentation of the legal documents and all relative supporting documents for each action/ activity.

7.3. Monitoring of the contract

The monitoring of the contract is obligation of the Contracting Authorities and the competent assigned personnel. They will inform Contracting Authorities for all subjects related to the proper performance of the contract and the fulfillment of the contractual obligations of the Contractor(s), for the taking of imposed measures for non-compliance with the above conditions, and in particular for matters relating to the modification of contract scope, according to the provisions of the Grant Agreement.

7.4. Contractual legislation

For the performance of contracts, the legislation foreseen above and specifically the provisions of the Grant Agreement (will be applied).

7.5. Subcontracting

The Contractor shall not be relieved of its contractual obligations and responsibilities due to the subcontracting of actions/ activities of the contract(s) and is the main responsible for the good performance of the contract(s).

The Contractor shall indicate to the Contracting Authorities the name, contact details and legal representatives of its subcontractors who will be involved in the performance of the contract, if known at the time. In addition, it is obliged to notify the contracting authority of any change in this information during the contract, as well as the information required of any new subcontractor which the Contractor subsequently uses in that contract, providing the relevant contracts or cooperation agreements. In case of termination of the Contractor's cooperation with the subcontractor / subcontractors of the contract, he shall immediately notify the Contracting Authority of such termination, and shall ensure the proper execution of the contract either by himself or by a new subcontractor, which shall notify the contracting authority during the above procedure. (In the event that the Contractor has relied on the subcontractor's abilities in terms of financial, technical and professional capacity, in accordance with the requirements of the present, the conditions and procedure for replacing him are hereby specified).

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7.6. Amendment of the contract

The contract may be amended according to the provisions of the Grant Agreement.

7.7. Termination of the contract

The contract may be terminated according to the provisions of the Grant Agreement.

ANNEX A - Tender Guarantee

Tender Guarantee

< To be completed on paper bearing the letterhead of the financial institution >
for the attention of DELCOF S.A. referred to below as the "Contracting Authority"

<Date>

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We, the undersigned, <name and address of financial institution>, hereby irrevocably declare that we will guarantee as primary obligor, and not merely as a surety on behalf of <Tenderer's name and address> the payment to the Contracting Authority of EURO 10.000 (euro ten thousand), this amount representing the guarantee referred to in article 6.4 of Tender Document.

Payment shall be made without objection or legal proceedings of any kind, upon receipt of your first written claim (sent by registered letter with confirmation of receipt) if the Tenderer does not fulfill all obligations stated in its tender. We shall not delay the payment, nor shall we oppose it for any reason whatsoever. We shall inform you in writing as soon as payment has been made.

We note that the guarantee will be released at the latest within 30 days of the expiry of the tender validity period, in accordance with deadline set in article 6.5 of the Tender Document [and in any case at the latest on six (6) months after the deadline for submission of tenders)]¹.

The law applicable to this guarantee shall be that of Greece. Any dispute arising out of or in connection with this guarantee shall be referred to the courts of Greece.

The guarantee will enter into force and take effect from the submission deadline of the tender.

Name:

Signature:

Date:

¹ This mention has to be inserted only where required, for example where the law applicable to the guarantee imposes a precise expiry date

ANNEX B – Description of the Scope of the Contract

Objectives

Project's overall and specific objectives, its strategy, the themes and messages to be communicated, the selected target countries and target groups and also its actions are all in full accordance and comply with the general and specific objectives set out in Article 2 of Regulation (EU) No 1144/2014 and the overall situation of the canned and processed fruits and vegetables sector and the markets of interest.

Based on the analysis of the markets they are categorized according to the following set of criteria:

- Which is the position of the specific Union agricultural product in each market
- Which is the position of Greece and Romania of the product in each market
- Which are the trends in the demand for each product in each market

The European markets targets of the project can be prioritized as following:

Finland is a top priority market: is the largest market for the product among the five but the demand is decreasing. This market needs further attention especially in highlighting the key features of nutritional value of canned and processed F&V.

Sweden and *Denmark* come second in priority: two mature markets with different trends but similarities; growing demand in Sweden and declining in Denmark but in the same time increasing awareness and consumption of fruits or healthy / natural food. Both markets need to be further familiarized with notions coming with the product such as sustainability, low food waste and footprint in order to stimulate demand

Finally, the two Baltic markets: their characteristics are similar which means that can be considered as one market that needs further support in order to control the declining demand.

According to The Future of Food and Farming Communication "*Citizens are also increasingly valuing access to a wide variety of food that carries broader benefits for society, such as organic produce, products with geographical indications (GIs), local specialities and innovative food.*" In addition" *...The CAP also has a role to play in promoting healthier nutrition, helping to reduce the problem of obesity and malnutrition, making nutritious valuable products such as fruits and vegetables easily available for EU citizens*".

Canned and processed F&V production encompass all these characteristics; they are a products of a seasonal fruits and vegetables that brings along added nutritional value if it consumed regularly; it is produced with minimum processing with this procedure to increase, instead of diminishing the nutritional elements; they are an innovating products because it is based on the tradition and culture of rural societies that their life is depending of the crop while the industry applies the up -to - day evolutions and solutions in quality, crop management, food safety and packaging. And above all it is available every day of the year with the same high quality and nutritional value.

GENERAL OBJECTIVES	SPECIFIC OBJECTIVE	IMPACT
--------------------	--------------------	--------

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<i>Highlighting the specific features of the agricultural production methods in the Union, particularly in terms of food safety, traceability, authenticity, labelling and nutritional aspects, respect for the environment and</i>	<i>Increase awareness of the intrinsic qualities and characteristics of the Canned and processed F&V, raise its profile and consumption, increase each target market</i>	<i>Generate new sales for Union's Canned and processed F&V</i>
---	--	--

The **general objective** of the action is therefore to highlight all these specific features of the agricultural production methods in the Union, in terms of food safety, traceability, authenticity, labelling and nutritional aspects, respect for the environment and sustainability, and the characteristics of European canned and processed fruit and vegetables, particularly in terms of its quality, taste, diversity, tradition and innovation.

The **specific objectives** of the action are:

- increase awareness of the intrinsic qualities and characteristics of the Canned and processed F&V and raise its profile in each market
- increase consumption of Canned and processed F&V in each target market
- revert the declining demand in the five markets and further support the increasing demand in Sweden
- increase sales of Canned and processed F&V in each market.

The action will have a **direct economic impact**:

- generate new sales for Union's Canned and processed F&V producers

The action strategy is clear, and strongly related to project's objectives and the market analysis results. A comprehensive action plan has been selected that combines all available means and targets different groups of interest; strong presence on internet and social media; annual presentations in important international trade fairs; customized B2B activities; traditional Above the Line marketing and intensified Below the Line promotion.

Target groups

1. Distributors (importers, wholesalers, distributors, retailers, food service sector, HRI sector).

Key target group of the action **is the trade**: importers, wholesalers, distributors, retailers, HRI sector. The action intends to reach out as many as possible and in different ways; through the participation in major trade events where thousands of professionals, decision makers and trends formulators will be on the spot; in addition, they will be approached with customized B2B events and publications.

Each segment of the target group is of major interest and synergies between activities will facilitate the goal to influence them; new channels will be developed and channels already exposed to similar actions will be approached in order to increase their familiarization with the product and the industry in concern.

The following groups have been identified through Markets Analysis and proposing activities will focus on them:

2. Multipliers are also a key target group especially chefs, nutritionists as well as food bloggers and journalists. They will be approached through social media and B2B events as their positive reaction to the action will facilitate diffusion of key messages to the end users.

The members of this target group have an important role to inform general public/consumers on the product and its production methods. Members of this target

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group have the ability to influence consumers and form their needs. Indicative members of this target group can be:

- Chef/ chef future
- Nutritionists, experts in nutrition
- Specialized journalists (specialized, women's and youth magazines)
- Doctors

Representatives of this group will be informed in depth to form the best possible impression for the product and convey their findings to the public. They will participate in product presentations during the program's actions. Generally, this target group will support the development of actions and will transmit project's main messages. The aim is to transmit key-messages via different channels (media players), providing information on the comparative advantages of the products (product image enhancement, growth demand).

3. Households/Consumers are the last but more important target group. The action will focus on the urban population of the markets. More specifically will focus on the middle-income consumers, men and women. Women are to be targeted specially through social media and publications. As within each market the medium age population (20-44 years old) along with the +50 are the largest age brackets, these ages are the primary target. On the one hand they are concern about their health and the diets of their relatives and they are open to food choices that can add value to their wellbeing. They don't fear to experiment and they seek out for information. They are interested in what they eat, where that food comes from and what it brings along" and when a product is providing this information is appreciated and well accepted. Households and persons responsible for household purchases, will be on the spot of the below the line activities (promotion at points of sales). They will be approached during their daily visits to retailers and will be invited to form a personal opinion about the product through tasting. This is the best way to understand the characteristics and the qualities of the products.

Results and output indicators

Activity	Type of indicator	Indicator	Quantity
Public Relations	Output	Number of press releases	45
		Number of newsletters	36
	Result	value of media clippings.	EUR 250000
Website	Output	Nr of website	1
	Result	Number of visitors on the website	136000
Social media	Output	Number of posts / tweets /reposts/ re tweets	204
	Result	Number of likes/followers Number of impressions on posts	230,000
Print	Output	Number of brochures - recipe booklets produced	248000
	Result	Number of experts/professionals/consumers reached by the print	248000
Online	Output	Number of annual Google Ad Words campaign	3

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		Duration of online ads (months)	15
	Result	Number of experts/professionals/consumers reached by the online ads	3,000,000
Publications	Output	Number of published adds	99
	Result	Number of experts/professionals/consumers reached by the publications	3245120
Stands at trade fairs	Output	Number of stands at trade fairs organized	15
	Result	Number of experts/professionals/importers who participated in events	130000
B2B events	Output	Number of events organized	15
		Number of press releases	15
	Result	Number of experts/professionals/importers who participated in events	825
Other events	Output	Number of events organized	10
	Result	Number of experts/professionals/consumers reached	40000
Tasting days	Output	Nr of promotion days organized	660
		Number of POS	132
	Result	Number of households reached	290000

Technical Specifications

Work package	Public Relations
Target group(s)	Multipliers – mass media
Activity	Continuous PR activities
Description of activity	<p>An external public relations office will be set up. This office will be in constant cooperation with the responsible personnel of the associations. The PR office will specify target groups and focus on the dissemination and diffusion of the project to them via channels and mechanisms such as newsletters, press releases and mailing.</p> <p>The work that will undertake and the key duties</p> <ol style="list-style-type: none"> 1. Summarize of all actions to be implemented per month.

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	<p>2. Creating a database for the target countries with importers, distributors, supermarkets, opinion leaders, nutritionists</p> <p>3. Creating of databases with media, television, radio, bloggers Information about food web sites</p> <p>4. Writing texts and creating new ones before and after the implementation of each activity</p> <p>5. Emailing by country</p> <p>In annual base PR office will communicate via press releases and newsletter key messages of the project and important news and information on the products.</p> <p>Will also communicate project progress and upcoming events creating custom (per market) information and diffusing it to the adequate channels.</p>
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Work Package	Website, social media
Target group(s)	<i>Internet users (trade, multipliers and consumers)</i>
Activity	Website setup, updating, maintenance
Description of activity 1	Design and development of a dynamic multilingual website (translated in all the countries languages) with multiple users and administrators. Content updates for articles, photo galleries (program actions and events etc) Special modules, for easy navigation through the sections and cross mediums. (tablets, smartphones etc) Landing page and forms for subscriptions. Links to other pages of European interest.

Work Package	Website, social media
Target group(s)	<i>Social media users (trade, multipliers, consumers 25-64 years old)</i>
Activity	Social media (accounts setup, regular posting)
Description of activity	<p>Regular posting on projects accounts in Facebook / instagram and Twitter. Post content will be determined in annual base with a comprehensive social media marketing strategy. Main goal is to upgrade the image of products as modern, of high quality focusing on increasing awareness, add value and stimulate demand. Calls for action campaigns especially during milestone activities (fairs, events)</p> <p>60 posts / year /YouTube 8 video per year</p>

Work package	Advertising
Target group(s)	Multipliers, Professionals, consumers
Activity	Print
Description of activity	<p>Design of brochures (text design, graphic, photo, adjustment, test print, - Printing.</p> <p>Design of 12 page recipes booklet with national and international recipes based on the products of the project and with key nutritional facts, values and issues of the cultivation / production (sustainability, food waste, footprint) in the two Member states.</p>

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The brochure will be in five editions (Swedish, Finish, Danish, Lithuanian and Estonian). Total reproduction in 248000 pcs

Work Package	Advertising
Target group(s)	Internet users - Social media users (trade, multipliers, consumers)
Activity	Online
Description of activity	<p>Intensive (all the year) annual Google Ad Words, Facebook, twitter, LinkedIn, mail chimp campaigns, targeting users (with language adopted Display Ads filtered for their long term interests, demographics and location criteria. Main goal to increase traffic on website. Ad Words account setup</p> <ul style="list-style-type: none"> • Target countries campaigns setup • Ad Words account maintenance and management • Facebook campaign (Facebook page likes and instagram followers) • Twitter campaign (followers) • LinkedIn company page promotion (for connections) • Mail chimp Newsletters <p>Annual estimated reach (impressions) 1,000,000/ clicks</p>

Work package	Communication Tools
Target group(s)	Professionals and consumers (mainly women)
Activity	Publications
Description of activity	<p>Annual design of ads (2 editions A4 illustrated 99 in total) and publication in food, women and health magazines. Ads will advertise wil graphics and texts the key messages of the project, highlithing different aspects of project thematic (quality, production method, tradition nd culture, nutritional value of the products)</p> <p>Reach: 3.245.120 per year</p>

Work package	<i>Events</i>
Target Group	<i>Fairs visitors</i>
Activity	<i>Stands at trade fairs</i>
Description of activity	<p>Participation in exhibitions is considered of high importance, as it gives the opportunity to project key messages in a great number of trade representatives or end consumers. Action include space renting, stand construction and registration, services and utilities, support services from IM, purchase and transport of exhibits. Selected trade fairs:</p> <p>TALLINN FOOD FAIR Estonia (October - annual) Annual participation figures 6000 visitors</p> <p>BAF - THE BALTIC FOOD AND BEVERAGE FAIR Lithuania (November - annual). Annual participation Show in figures 100</p>

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	<p>exhibitors and 10,000 visitors</p> <p>Foodexpo Denmark (March biannual) Participation in Y2; show in figures: 570 exhibitors and 26000 trade visitors</p> <p>Bite Copenhagen (August -annual) Participation in Y1 and Y3; show in figures: 500 exhibitors 10000 visitors</p> <p>GastroNord Sweden (March- biannual) Participation inY2 show in figures 18000 visitorsY1 and Y2; show in figures 28000 visitors</p> <p>Gastro Helsinki Finland (March /April biannual) Participation in Y2; show in figures 270 exhibitors and 15,000 visitors</p> <p>Turku Food and Wine fair (October – annual) Participation in Y1 and Y3 ; show in figures ; 20,000 visitors</p> <p>Average annual reach of professionals 60,000</p>
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Work package	Events
Target group	Professionals (import, distribution, sales channels, HORECA), multipliers (chefs, restaurateurs), bloggers, specialists (nutritionists, dieticians)
Activity	Seminars, workshops, B2B meetings, training for trade/cooks, activities in schools
Description of activity	<p>Organization of B2B events. Product presentations and B2B meetings.</p> <p>Total 15 events /Three per market</p> <p>Their main target group is the professionals (importers, distributors, wholesalers, buyers, grocery chains representatives, and restaurant owners or hotel units), the media and multipliers. Each event will be held in one of the best hotels in every city thus ensuring the prior acceptance of the guests, as well as the high level of cooperation or services during the events. The events will be promoted by the web site, enhancing the social visibility / publicity by their promo and post event reports, Moreover there will be widely distributed and published press releases before and after their implementation. In all events the central figures will be guest speakers – experts in production / safety and quality of products /live cook - Whilst the guests will be the ones to indulge to the secrets of production, a guest will be focused either on the nutritional value or the way of adapting to national consumer patterns. The events will be organized with the contribution of a Local PR Agent who will be responsible to record and finalize the database with the invited professionals, in addition to select the appropriate honorary guest, to coordinate the implementation, planning and other resources.</p> <p>Sweden Finland Denmark Lithuania: Estonia</p> <p>Total number of professionals 825</p>

Work package	<i>Events</i>
Target Group(s)	<i>Traders, journalists</i>

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Activity	<i>Study trips to Europe</i>
Description of activity	<p>Organization of incomings of trade professionals to APAR in Romania and DELCOF in Greece</p> <p>Hosting of professionals 20 participants from target countries to Romania and 26 participants from target countries to Greece. The educational trips are particularly important activities as participants will become acquainted with the regions of Romania and Greece, while they will be offered the opportunity to the representatives of the target markets to develop business relationships with local producers. The main objective of this activity is to create the appropriate conditions for program implementing sections, like products, proposing organizations or messages disseminated, thus promoting a cooperative / acceptance base for the target markets, consisting of professionals in the markets, journalists, Opinion leaders. By the creation of these conditions the implementation of all program's activities will be facilitated, with maximum results and long-term impact.</p> <p>Overall, the total number of visits in three years' time is 46 in total. The goal is to thoroughly inform all market professionals. The participation criteria will be in relation to their:</p> <ul style="list-style-type: none"> - professional identity and scientific education - communicative competence to inform fully and clearly - Ability to contribute to the dissemination of projects' messages. - Professional recognition in their entire country.

Work package	Events
Target group(s)	<i>Consumers</i>
Activity	<i>Other events</i>
Description of activity	<p>Organization of Road shows in the metropolis of the target countries. Customized food trucks (e.g. like an open can) for two days per city, will drive around during summer and offer to consumers various free snacks with canned products).</p> <p>Events will be live streamed and guest will be able to share their experience on social media while performers will entertain guests. Main goal is to increase awareness on the consumption of canned products their multiple uses and their nutritional value. Creating a mobile interactive experience it is expected to catch the eye of many consumers around the cities and manage to engage a lot of them when they stop around.</p> <p>Estimated annual reach 40000 consumers all the cities per year Number of unpaid articles 15 per year</p>

Work package	Point of sales (POS) promotion
Target Group	Consumers (responsible for households food purchases)

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Activity	Tasting days
Description of activity	<p>Organization of tasting days in Hypermarkets – supermarkets 660 promotion days all the years , 6 days x 10 POS /country Estimated reach: 165.000 households per year or 290,000 consumers (based on national household size) POS promotion is a very effective tool for reaching massively end users, increase their familiarization with the product, their awareness on its key elements (taste, aroma) and diffuse key messages that can be tremendously efficient. Main goal are households and the members responsible for food purchases and determination of food preferences especially young families with dependents. In each market, according to the analysis of the current situation, the organized retailing is playing a leading role. Their selling points tend to attract daily thousands of consumers; they are located at central points of the metropolis, thus covering the key consumer segments. In each POS an info corner will be placed. Promotion staff will be dressed accordingly – and offer consumers the opportunity to taste the product, inform them of their nutritional value, give away brochures and free samples and invite them to participate in our surveys in order to obtain important feedback.</p>

Estimated value of the contract

Estimated value of contract is EUR 3.235.639 (without VAT). Estimated value per LOT and Work packages is as following:

Work Package	Total	LOTGR	LOTRO
Public Relations	59.400	41.580	17.820
Website and social media	68.360	47.852	20.508
Advertising	178.830	125.181	53.649
Communication Tools	430.338	301.236	129.102
Work Package Events	1.652.237	1.113.825	538.412
POS promotion	846.474	592.531	253.943
Total	3.235.639	2.222.205	1.013.434

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ANNEX C – Declaration of Honor

The undersigned: _____

Representing _____

Role <Tenderer> <leader> <member> <third party>

Legal name _____

Legal address _____

VAT registration _____

Registration No _____

I. SITUATIONS OF EXCLUSION CONCERNING THE PERSON		
(1) declares whether the above-mentioned person is in one of the following situations or not:	Yes	No
it has been established by a final judgment that the person is guilty of any of the following:		
<ul style="list-style-type: none"> a) <i>fraud,</i> b) <i>corruption,;</i> c) <i>participation in a criminal organization,</i> d) <i>money laundering or terrorist financing,;</i> e) <i>terrorist-related offences or offences linked to terrorist activities,;</i> f) <i>child labour or other forms of trafficking in human beings;</i> 		

II. SITUATIONS OF EXCLUSION CONCERNING NATURAL PERSONS WITH POWER OF REPRESENTATION, DECISION MAKING OR CONTROL OVER THE LEGAL ENTITY		
(2) declares that a natural person who is a member of the administrative, management or supervisory body of the above-mentioned legal person, or who has powers of representation, decision or control with regards to the above-mentioned legal person (this covers the company directors, members of the management or supervisory bodies and cases where one natural person holds a majority of shares) is in one of the following situations :		
	YES	NO
<i>Situations above</i>		

III. SITUATIONS OF EXCLUSION CONCERNING NATURAL PERSONS WITH POWER OF REPRESENTATION, DECISION MAKING OR CONTROL OVER THE LEGAL ENTITY		
(3) declares whether a natural or legal person that assumes unlimited liability for the debts of the above-mentioned legal person is in one of the following situations or not:		
	YES	NO
<i>Situation above</i>		

IV. SITUATIONS OF EXCLUSION CONCERNING THE PERSON
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(1) declares whether the above-mentioned person is in one of the following situations or not:	Yes	No
a) has failed to pay his taxes or social security contributions and this has been established by a judicial or administrative decision with final and binding effect, in accordance with the provisions of the country of establishment or national law and / or		
b) it is bankrupt or has been subject to a resolution or special clearance procedure or is forced into liquidation or by a court or has been subject to bankruptcy or has suspended its business or is in any similar situation resulting from a similar process provided for by national law. The contracting authority may not exclude an economic operator who is in one of the situations referred to in this case, provided that it proves that that entity is able to execute the contract, taking into account the applicable provisions and measures to continue its business		
c) has concluded agreements with other economic operators with a view to distorting competition; if a situation of distortion of competition from the economic operator's prior involvement in the preparation of the procurement procedure, cannot be remedied by other, less intrusive means;		
d) in a conflict of interest which may adversely affect the performance of the contract,		
e) it has been found guilty for:		
i) <i>has</i> demonstrated a serious or recurrent defect in the execution of an essential claim under a prior agreement resulting in its early termination, indemnities or other similar sanctions ii) has been fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfillment of selection criteria or in the performance of a contract; iii) if has been found guilty of serious misrepresentation in providing the information needed to ascertain the absence of exclusion grounds or to fulfill the selection criteria, he has concealed this information or is unable to provide the necessary supporting documents; iv) has attempted to unduly influence the decision-making process of the contracting authority, to obtain confidential information which may give it an unfair advantage in the award procedure or to negligently provide misleading information which may substantially affect the contracting authority for its exclusion, selection or assignment,		

V. SITUATIONS OF EXCLUSION CONCERNING NATURAL PERSONS WITH POWER OF REPRESENTATION, DECISION MAKING OR CONTROL OVER THE LEGAL ENTITY

(2) declares that a natural person who is a member of the administrative, management or supervisory body of the above-mentioned legal person, or who has powers of representation, decision or control with regards to the above-mentioned legal person (this covers the company directors, members of the management or supervisory bodies and cases where one natural person holds a majority of shares) is in one of the following situations :

	YES	NO
<i>Situation a) and b) above</i>		
<i>Situations c) to e) above</i>		

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III. SITUATIONS OF EXCLUSION CONCERNING NATURAL PERSONS WITH POWER OF REPRESENTATION, DECISION MAKING OR CONTROL OVER THE LEGAL ENTITY

(3) declares whether a natural or legal person that assumes unlimited liability for the debts of the above-mentioned legal person is in one of the following situations or not:

	YES	NO
<i>Situation a) and b) above</i>		
<i>Situations c) to e) above</i>		

REMEDIAL MEASURES

If the person declares one of the situations of exclusion listed above, it should indicate the measures it has taken to remedy the exclusion situation, thus demonstrating its reliability. They may include e.g. technical, organizational and personnel measures to prevent further occurrence, compensation of damage or payment of fines. The relevant documentary evidence which appropriately illustrates the remedial measures taken should be provided in annex to this declaration.

EVIDENCE UPON REQUEST

Upon request and within a time limit requested by the contracting authority the person must provide information on the persons that are members of the administrative, management or supervisory body. It must also provide the following evidence concerning the person itself:

For situations described above a production of a recent extract from the judicial record is required or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of establishment of the person showing that those requirements are satisfied.

The signatory fully understands that failure to supply the requested information shall lead to exclusion from award of the given contract.

The documents must have been issued six (6) months before the day of their request by the contracting authority and must still be valid at that date.

Date

Representative

Signature/ stamp

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ANNEX D – PROJECT REFERENCES

Please complete a table using the format below to summarize the major projects related to this contract carried out in the course of the past 5 years² by the legal entity or entities submitting the tender.

Ref no (minimum 3 / maximum 10 in total)	Title							
Name of legal entity	Target Markets	Overall contract value (EUR)	Proportion carried out by legal entity (%)	No of staff provided	Name of client	Origin of funding	Dates (start/end)	Name of consortium members, if any
...
Brief description of contract / project						Type of services provided (indicate)		
						Website, social media		
						Advertising		
						Communication tools		
						Events		
						POS		

² In the case of framework contracts (without contractual value), only specific contracts corresponding to assignments implemented under such framework contracts shall be considered.

ANNEX E – Economic offer

To: DELCOF S.A.

Subject: *Economic Offer Call for Proposals 2020/03 - 101015657 – Taste Me*

We the undersigned undertake to commence, execute and complete the scope of the contract, in accordance with the Specifications and our Tender, for the total price of EUR
[] without VAT as following:

Direct cost of action: EUR.....[.....] without VAT

Fees: EUR.....[.....] without VAT

Other direct costs of action: EUR.....[.....] without VAT.

The total price of our offer is analysed in continuation per LOT and workpackage.

Should our offer be accepted, we undertake to deposit a Performance Guarantee for the amount specified in the Specifications, and to commence the execution of the Contract within the time limits provided for in the conditions and to complete them within the time limits stated in the Specifications, our Tender, the Grant Agreement and the Service Contract.

Name / Title / Signature / Stamp

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Table 1 – Total Budget																
Lot	Year 1				Year 2				Year 3				Total			
	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total
Lot 1																
Lot 2																
Total																

Table 2 – Budget per WP																
WP	Year 1				Year 2				Year 3				Total			
	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total
WP 1																
.....																
WP n																
Total																

Table 3 – Budget per LOT/ WP																
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LOT	Year 1				Year 2				Year 3				Total			
	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total
WP1																
.....																
WP n																
Total																

Table 4 – Budget per LOT/ WP / Activity

LOT.... / WP...	Year 1				Year 2				Year 3				Total			
	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total	Direct cost	Fees	Other direct costs	Total
Activity 1																
.....																
Activity n																
Total																

ANNEX F – CONTRACT AWARD DOCUMENTS

Documents that are issued in a language other than Greek, they will be accompanied by an official translation in Greek and Romanian.

No	Document
1.	Extract from the "judicial record" or, failing that, of an equivalent document issued by a competent judicial or administrative authority of the country where the Contractor is established, showing that is not in any of the exclusion situations I), 1), a) to f) of the Declaration of Honor and stipulated in the Specifications
2.	An original Certificate issued by a competent administrative or judicial authority in accordance with the legal provisions of the country where the Contractor is established, showing that is not in any of the exclusion situations IV), 1), a) and b) of the Declaration of Honor and stipulated in the Specifications

ANNEX G – Service Contract

Service contracts with Contracting Authorities will be based on the model of Grant Agreement for multi programmes which is available at the following link:

https://ec.europa.eu/research/participants/data/ref/other_eu_prog/agriprod/mga/agriprod-mga-multi_en.pdf

ANNEX H – PERFORMANCE GUARANTEE

Expiry date -----

To

(hereinafter referred to as "the Contracting Authority")

Dear Sirs,

Guarantee no -----

Contract **101015657 – Taste Me LOT [GR or RO]**

We have been informed that you have entered into a contract with -----

----- (hereinafter

referred to as "the Contractor") for the **101015657 – Taste Me - LOT [GR or RO]**

(hereinafter referred to as "the Contract"), with contract amount of € -----

(in words -----

----- Euro) (hereinafter referred to as "the Contract Amount"), and

that the terms of the Contract require the provision of a performance guarantee for an amount equal to 5% percent of the Contract Amount without VAT.

At the request of the Contractor, we the undersigned bank/credit institution, waiving all rights of objection and defence under the Contract, hereby, irrevocably and without any reference to and notwithstanding any objection by the Contractor, undertake to pay you without delay (and at the latest within 3 working days) any sum or sums not exceeding in total the amount of € ----- (in words -----

----- Euro)

(hereinafter referred to as "the Guaranteed Amount"), upon receipt by us of your first demand in writing stating that the Contractor has failed or refused to fulfil or has not fulfilled and/or was in breach of any of his obligations under the Contract and that you claim payment under this Guarantee. The Guaranteed Amount will be reduced by each payment made by us as a result of a claim.

It is understood that any change, modification, addition or amendment which may be made to the Contract, or any settlement in relation to it, shall not in any way release us from our obligations and liabilities under this guarantee, and we hereby expressly waive our right to consent to or to receive notice, of any such change, modification, addition, amendment or settlement.

This Guarantee shall remain in force up to and including the expiry date mentioned above and any demand from you in respect thereof must be received by us on or before that date (or, if that date is a bank holiday, up to and including the last bank working day before that date). After that date, and provided that no written demand from you has been received by us by then, this Guarantee shall be deemed to be void, whether it has been returned to us or not.

This Guarantee shall be governed by and construed according to the laws of the [Greece / Romania] and shall fall within the jurisdiction of the courts of the [Greece / Romania].

[Bank/Credit Institution] / (signature and stamp)