**Poland-Warsaw: Research and development consultancy services**

**2020/S 024-053890**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1)**Name and addresses**

Official name: Miasto Stołeczne Warszawa – Zarząd Dróg Miejskich
Postal address: Chmielna 120
Town: Warszawa
NUTS code: PL911
Postal code: 00-801
Country: Poland
Contact person: Magdalena Barwińska
E-mail: dzp@zdm.waw.pl
Fax: +48 228909211

**Internet address(es):**

Main address: [www.zdm.waw.pl](http://www.zdm.waw.pl)

I.2)**Information about joint procurement**

I.3)**Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://zdm.waw.pl>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the following address:

Official name: Zarząd Dróg Miejskich
Postal address: ul. Chmielna 120
Town: Warszawa
Postal code: 00-801
Country: Poland
Contact person: Magdalena Barwińska
E-mail: dzp@zdm.waw.pl
Fax: +48 228909211
NUTS code: PL911

**Internet address(es):**

Main address: <http://www.zdm.waw.pl>

I.4)**Type of the contracting authority**

Regional or local authority

I.5)**Main activity**

General public services

Section II: Object

II.1)**Scope of the procurement**

II.1.1)**Title:**

„Program rozwoju ruchu rowerowego w m.st. Warszawa.”

Reference number: ZDM/UM/DZP/119/PN/99/19

II.1.2)**Main CPV code**

73200000

II.1.3)**Type of contract**

Services

II.1.4)**Short description:**

The object of the contract is the service consisting in the development of a Programme for the Development of Bicycle Traffic in Warsaw composed of 5 complementary parts:

I. Diagnosis of the existing condition and evaluation of the implementation of the ‘Programme for the Development of Bicycle Traffic in Warsaw until 2020’;

II. Public consultations;

III. Target layout of bicycle routes;

IV. Programme for the Development of Bicycle Traffic for years 2020–2030 and beyond;

V. Synthesis.

Estimated value of the contract exceeds the equivalent of EUR 30,000 but does not exceed the equivalent of EUR 221,000

II.1.5)**Estimated total value**

II.1.6)**Information about lots**

This contract is divided into lots: no

II.2)**Description**

II.2.1)**Title:**

II.2.2)**Additional CPV code(s)**

79300000

II.2.3)**Place of performance**

NUTS code: PL

NUTS code: PL911

Main site or place of performance:

Warszawa

II.2.4)**Description of the procurement:**

The object of the contract is the service consisting in the development of a Programme for the Development of Bicycle Traffic in Warsaw composed of 5 complementary parts:

I. Diagnosis of the existing condition and evaluation of the implementation of the ‘Programme for the Development of Bicycle Traffic in Warsaw until 2020’;

II. Public consultations;

III. Target layout of bicycle routes;

IV. Programme for the Development of Bicycle Traffic for years 2020–2030 and beyond;

V. Synthesis.

Estimated value of the contract exceeds the equivalent of EUR 30,000 but does not exceed the equivalent of EUR 221,000.

II.2.5)**Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6)**Estimated value**

II.2.7)**Duration of the contract, framework agreement or dynamic purchasing system**

Duration in days: 210

This contract is subject to renewal: no

II.2.10)**Information about variants**

Variants will be accepted: no

II.2.11)**Information about options**

Options: no

II.2.12)**Information about electronic catalogues**

II.2.13)**Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14)**Additional information**

In the selection of the most advantageous tender the Contracting Authority will rely on the following evaluation criteria:

- tender price gross: 55%

- preparation of an interactive map with multiple-criterion selection: 5%

- the team includes a person who in the last five years has participated in the performance of public contracts involving planning or strategic studies for the development of bicycle traffic in an urban area with more than 200 thousand inhabitants and estimated share of bicycle traffic in the modal split above 12%: 40% (more information in Specification of the essential terms of the contract

Section III: Legal, economic, financial and technical information

III.1)**Conditions for participation**

III.1.1)**Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

To confirm the lack of grounds for exclusion under Article 24(5)(1) PPL Act — official copy from the appropriate register or central information service and business-activity information service, if separate provisions require entry in a register.

III.1.2)**Economic and financial standing**

List and brief description of selection criteria:

The contract may be competed for by Tenderers who meet the following participation conditions, concerning the economic or financial standing viz.:

1. the Tenderer is insured against civil liability in respect of the activity relating to the object of this contract, to a guarantee sum of at least PLN 100,000.00 (say: one hundred thousand);
2. The Contracting Authority will call upon the Tenderer with the highest-rated tender to submit within a set time-limit, not shorter than 5 days, statements or documents confirming the circumstances of meeting the participation conditions and the absence of exclusion grounds, current as at the day of submission, viz.: documents confirming that the Tenderer has civil-liability insurance for activities relating to the object of this contract for the guarantee sum specified by the Contracting Authority (containing proof of the insurance payment).

III.1.3)**Technical and professional ability**

List and brief description of selection criteria:

1. In the last three years — prior to the time-limit for the submission of tenders or requests to participate, and if the duration of conducting business activity is shorter, then in such shorter duration — has performed (or, for periodic or continuous services or supplies, is still performing) the following contracts:

1) Programme for the development of the bicycle traffic of a city or urban area above 200 thousand inhabitants or other strategic document of planning nature, related as to its object to the development of bicycle traffic for an urban area above 200 thousand inhabitants, in the number of 1 such document.

2. The Tenderer has persons available who hold suitable professional qualifications, licences, experience and education suitable for the positions that will be entrusted to them, in accordance with the list below:

# Position — Requirement number of persons — Duration of holding the required qualifications (in years) — Professional experience (number of comparable contracts/works or duration of service in the role) — basis for availability.

1. Team Leader — 1 person — X — 2 years of experience as the leader of a team performing planning, research and related works connected with the development of bicycle traffic, pedestrian traffic — X.

2. Team preparing the study — a minimum of 2 people — X — 1 year of experience: participation in planning, research and related works connected with the development of bicycle traffic, pedestrian traffic — employment contract.

2.1. The positions referred above may also be entrusted to citizens of the Member States of the European Union, the Swiss Confederation and other countries of the European Economic Area, in accordance with art. 12a of the Construction Law and the provisions of the Act of 22 December 2015 on the principles of recognition of professional qualifications acquired in the Member States of the European Union (Dz.U.2018, item 2272).

III.1.5)**Information about reserved contracts**

III.2)**Conditions related to the contract**

III.2.1)**Information about a particular profession**

III.2.2)**Contract performance conditions:**

In accordance with the model contract and Description of the Object of the Contract – appendices of the specification of the essential terms of the contract

III.2.3)**Information about staff responsible for the performance of the contract**

Section IV: Procedure

IV.1)**Description**

IV.1.1)**Type of procedure**

Open procedure

IV.1.3)**Information about a framework agreement or a dynamic purchasing system**

IV.1.4)**Information about reduction of the number of solutions or tenders during negotiation or dialogue**

IV.1.6)**Information about electronic auction**

IV.1.8)**Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

IV.2)**Administrative information**

IV.2.1)**Previous publication concerning this procedure**

IV.2.2)**Time limit for receipt of tenders or requests to participate**

Date: 27/02/2020

Local time: 10:00

IV.2.3)**Estimated date of dispatch of invitations to tender or to participate to selected candidates**

IV.2.4)**Languages in which tenders or requests to participate may be submitted:**

Polish

IV.2.6)**Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 1 (from the date stated for receipt of tender)

IV.2.7)**Conditions for opening of tenders**

Date: 27/02/2020

Local time: 11:00

Place:

14.3. The tenders will be opened at the Contracting Authority’s seat at ul. Chmielna 120, in Warsaw.

Information about authorised persons and opening procedure:

The opening of the tenders shall be public. The Tenderers may participate in the opening of the tenders. Section VI: Complementary information

VI.1)**Information about recurrence**

This is a recurrent procurement: no

VI.2)**Information about electronic workflows**

Electronic invoicing will be accepted

VI.3)**Additional information:**

1. The procurement is conducted fully in Polish language. The English translation is available for information purpose only.

2. The translation into English will be finished with the offers opening.

3. The Contracting Authority does not foresee advance payments toward the performance of the contract.

4. Description of the manner of preparing the tenders is available in point 8 of Specification of the essential terms of contract (chapter I)

5. The Contracting Authority will exclude the Tenderer from the proceedings if the premises set forth in Article 24(1)(12–23) PPL Act are met in respect of such a Tenderer

6. The Contracting Authority will call upon the Tenderer with the highest-rated tender to submit within a set time-limit, not shorter than 5 days, statements or documents confirming the circumstances of meeting the participation conditions

7. The rules about Reliance on the resources of other entities are described in point 10 of Specification of the essential terms of contract

8. The Contracting Authority does not require a tendering security

9. The Contracting Authority in these proceedings will first evaluate the tenders and then evaluate whether the Tenderer whose tender is evaluated as the most advantageous is not subject to exclusion and meets the participation conditions. If the Tenderer referred to in the first sentence is avoiding the conclusion of the contract or is not submitting the required security for the good performance of the contract, the Contracting Authority may evaluate whether the Tenderer having submitted the highest-rated of the remaining tenders is not subject to exclusion and meets the participation conditions.

10. The Contracting Authority does not foresee the granting of contracts referred to in Article 67(1)(6) PPL Act.

11. The Contracting Authority will invalidate the procurement in cases referred to in Article 93(1) of PPL Act. The Contracting Authority may invalidate the procurement also in the case referred to in Article 93(1a) of PPL Act.

12. Information about personal-data processing is described in point 21 of Specification of the essential terms of contract

13. Time-limit for the performance of the contract, start: upon signature of the contract, end: 210 days of the day of signing the contract, in the year 2020.

VI.4)**Procedures for review**

VI.4.1)**Review body**

Official name: Prezes Krajowej Izby Odwoławczej
Postal address: ul. Postępu 17a
Town: Warszawa
Postal code: 02-767
Country: Poland
E-mail: odwolania@uzp.gov.pl
Telephone: +48 224587722
Fax: +48 224587700

Internet address: [www.uzp.gov.pl](http://www.uzp.gov.pl)

VI.4.2)**Body responsible for mediation procedures**

VI.4.3)**Review procedure**

Precise information on deadline(s) for review procedures:

1. The appeal shall be brought within 5 days of the day of sending the information about the Contracting Authority’s action constituting the basis for the appeal, if sent by means of electronic communication, or within 10 days if sent otherwise.

2. Appeal against the contents of the contract notice, as well as against the provisions of the Specification of the Essential Terms of the Contract shall be submitted within 5 days of the day of publication in the Official Journal of the European Union or publication of the Specification of the Essential Terms of the Contract on the website.

3. Appeal against activities other than set out in clauses 1 and 2 shall be submitted within 10 days of the day notice was taken or with due diligence could have been taken of the circumstances constituting the basis for the lodging of such an appeal.

VI.4.4)**Service from which information about the review procedure may be obtained**

Official name: Prezes Krajowej Izby Odwoławczej
Postal address: ul. Postępu 17a
Town: Warszawa
Postal code: 02-767
Country: Poland
E-mail: odwolania@uzp.gov.pl
Telephone: +48 224587722
Fax: +48 224587700

Internet address: [www.uzp.gov.pl](http://www.uzp.gov.pl)

VI.5)**Date of dispatch of this notice:**

30/01/2020