

How to get involved with EU External Aid Assistance Programmes

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Ramboll Management

- Consultancy with more than 20 years of experience of working with the EU
- This experience includes:
 - Preparation of proposals and tenders
 - Evaluation of proposals and tenders
 - Implementation of projects
 - Evaluation of programmes and projects
- More info:
 - www.ramboll-management.com
 - www.european-training-centre.com

EU Funding in General

- Nearly all EU Funding within programmes
- Very little “loose money” – if any
- Competitive selection (bids for contracts or call for proposals)
- Many funds are managed at decentralised level
- Creating “your own” projects

EU External Aid Programmes

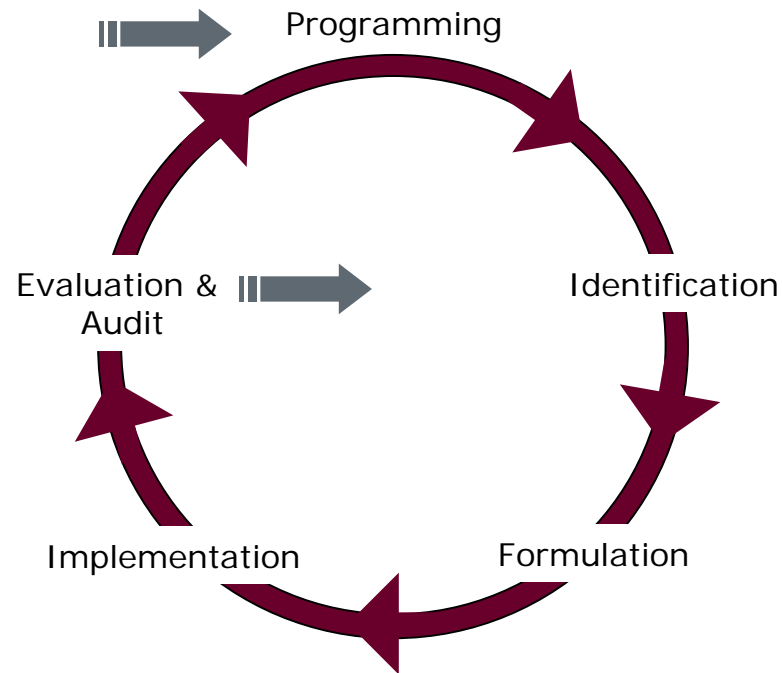
- **Pre-Accession Instruments**

- **Phare** (economic and social cohesion), **Ispa** (environment and transport), **Sapard** (agriculture and rural development)

- **Other EU External Aid (geographical division)**

- Cards – Balkan
- TACIS – NIS/Former Soviet Union
- ALA – Asia and Latin America
- MEDA – Mediterranean countries
- EDF – African, Caribbean and Pacific countries

The EU Programme Cycle



EU External Aid – Publication of Tenders

- External Aid Tenders (including Pre-Accession Programmes)
 - http://europa.eu.int/comm/europeaid/tender/index_en.htm
 - You can make a search by funding programme
- All EU Tenders – Official Journal S
 - <http://ted.europa.eu>.

NB: All External Aid tenders are published on both web-sites.

The Application Process

Step-by-Step Approach

The application Process - Steps

1. Preparatory steps
2. Expression of Interest
3. Technical and Financial Proposal

The Preparatory Steps

- Study carefully the following documents:
 - (Multi)annual country strategy papers: General Overview
 - Project Fiches: 5-20 pages about project (=Very Informative)
 - (Global) Prior Information notices: indicative time schedule for launch of tendering procedure
- Initiate discussions with potential partners
- Initiate mobilisation of internal resources

Expression of Interest

- After publication of the call for Expression of Interest (EOI) or “forecast” you have app. 5 weeks to prepare the EOI using the Standard Application Form
- Information to be included in the Standard Application Form
 - Part 1+2: Leader and partners of consortium (excluding subcontractors)
 - Part 3: Financial data for year $n-2 - n+1$
 - Part 4: Staff resources: Permanent/other & Total/contract related
 - Part 5: Max 15 project references carried in the course of the past 3 years
 - Part 6: Define relevant areas of specialization

Expression of Interest – Short Listing

- Selection Criteria under Point 21 in Call for EOI consists of:
 - 1) Economic and financial capacity of candidate (based on item 3 of the application form)
 - 2) Professional capacity of candidate (based on items 4 and 5 of the application form)
 - 3) Technical capacity of candidate (based on items 5 and 6 of the application form)

Example of Selection Criteria (1)

- 1) Economic and financial capacity of candidate (based on item 3 of the application form)
 - The **average annual turnover** of the candidate **must exceed *the annualised maximum budget*** of the contract (ie, the maximum budget stated in the procurement notice divided by the contract duration in years, where this exceeds 1 year); and
 - The averages of **cash and cash equivalents** at the beginning and end of year are **positive**.
- 2) Professional capacity of candidate (based on items 4 and 5 of the application form)
 - **at least 2 staff** currently work for the applicant in fields related to this contract; and
 - Written confirmation is required that a minimum of **25% of all staff** working for the candidate/consortium this year in fields related to this contract are **permanent**.

Example of Selection Criteria (2)


- 3) Technical capacity of candidate (based on items 5 and 6 of the application form)
 - Each candidate/consortium will provide clear evidence that they have – as a minimum requirement - provided technical assistance for the restructuring and/or reorganisation of **at least 2 public sector companies** through **internationally-benchmarked** technical assistance **in the last 3 year**, with a **budget of at least that of this contract** in **fields related** to this contract (NB Operational, “hands-on” experience must be demonstrated. To qualify, each of the companies assisted must have had a **minimum of 1000 employees** at the time of assistance by the candidate/consortium – to be confirmed in writing).

Technical & Financial Proposal

- 4-8 consortia are short listed
- 5-6 weeks to prepare Technical and Financial Proposal
 - Inclusion of CVs for Key Experts – the CVs would normally count between 50-75% of the score in the Technical proposal
 - Only tenderers that score of at least 70/80 points qualifies for financial evaluation
- Submission to Recipient country EC representation
- The most economically advantageous tender is established by weighing technical quality against price on a 80/20 basis

Example: TACIS – Water I (feasibility) - Kaliningrad, Russia

- Title of the project: Kaliningrad Waste Water I (feasibility) - Russian Federation
- Budget: € 1 million
- Who can apply: EU+PHARE+TACIS countries (legal persons)
- Fund: TACIS Cross-Border Co-operation Action Programme 2002
- Activities:
 - To prepare an investment plan for implementation phase (€3m assigned)
 - Technical studies and documents compliant with EC procurement
 - Enhance the capacity of the future recipient Vodokanal
- Forecast -> Tender (28.08.2004) - > Shortlist (8 companies) -> winner (Carl Bro a/s, Granskoven 8, 2600 Glostrup, Denmark in consortium with MVV Energie AG (DE)/ Budget 940.800/ eval. score: 97.7%/ contract signed 2/12/2004



Thank you very much for your attention

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Annex: Useful Links

Useful Links (1)

- The Practical Guide (PRAG) explains the contracting procedures which apply to EC *external aid contracts*. The Practical Guide can be found at:
 - http://ec.europa.eu/comm/europeaid/tender/practical_guide_august2006/index_en.htm
- Contractors must take the necessary measures to ensure the visibility of the EU financing or co-financing. Such measures must be in accordance with the EU guidelines on visibility published by the Commission on:

http://europa.eu.int/comm/europeaid/visibility/index_en.htm

Useful Links (2)

- Global Prior Information Notices (by country/region):
http://ec.europa.eu/comm/europeaid/tender/awp/index_en.htm
- Annual/multi-annual country strategy papers:
http://ec.europa.eu/comm/europeaid/projects/index_en.htm
- EU Standard Application for Expression of Interest:
http://ec.europa.eu/comm/europeaid/tender/practical_guide_2006/documents/annexes_services/en/b3applform_en.doc