

ANNOUNCEMENT

Regarding the body to which requests to participate are to be submitted:

Foundation “Remembrance, Responsibility and Future” (EVZ), Friedrichstr. 200, 10117 Berlin,
Tel. +49 (0)30 25 92 97-49, email: koch@stiftung-evz.de

Type of award:

Negotiated award with prior call for competition (pre-qualification/request for information)

Application:

The request to participate shall be drawn up in English using the form provided with the tender documentation.

The tender documents are to be submitted by email to: koch@stiftung-evz.de quoting reference “Bid in the call for competition for Commitment to the Survivors of NS Persecution in Poland.”

The date and time at which the email is received at the above email address determine whether the deadline for submission of applications has been met. Requests to participate received after the deadline will not be considered. The bid must bear a signature. Applicants are required to exercise special care when preparing the documents.

Requests to participate can be withdrawn, either in writing (post) or by email, at any time up to the deadline for submission. After this date, the applicant is obliged to honour the request until the period of validity (of the application) expires.

Documents to be submitted; Address of body issuing the tender documents:

The tender documents can be requested from the Stiftung “Erinnerung, Verantwortung und Zukunft (EVZ)” Attn. Adriana Koch, Friedrichstr. 200, 10117 Berlin, either in writing (post) or by email koch@stiftung-evz.de.

The following declarations are to be submitted with the request to participate:

- (1) Self-declaration of reliability
- (2) Declaration on the minimum wage

Your application must also include the following:

- (1) Brief profile of your organisation and brief CVs of the experts engaged to deliver services
- (2) Brief concept for the performance of lot 1 and/or lot 2 (1-2 pages per lot)
- (3) List of references drawn up according to
 - Implementation period
 - Description of the projects
 - Commissioning party, including address, telephone number and contact person
 - Contract volume in euro, and
 - Documentation of the experience of the project personnel

The list should include a minimum of 3 and maximum of 5 references

The following documents remain with the applicant:

- Data protection information
- General Terms of Contract for the Provision of Supplies and Services, Part B (VOL/B)

Type, scope and location of service:

Location of service performance: Poland

Type of service: Operative and technical support for programme and project development;

Scope of service performance: see annex *Commitment to the Survivors of NS Persecution in Poland – Developing and Implementing Innovation in EVZ-funded projects (2019 – 2021)*

Lots

The subsequent contract is to be split into two lots:

Lot 1 Innovation process with EVZ project partners

Lot 2 Ideas competition and workshop

Requests to participate can be submitted for one lot or for all lots.

Implementation period: **1 July 2019 to 1 March 2021**

The contract award documents will be sent to the selected applicants after 15 April 2019.

We expect that 3 participants will be requested to submit bids.

The deadline for the submission of requests to participate including the required documentation is: **1 April 2019 at 12:00 noon.**

Any queries can be sent by email to koch@stiftung-evz.de up to and including 25 March 2019.

This negotiated award with prior call for competition is subject to German law. Berlin is the sole place of jurisdiction for all disputes arising from or in connection with this tender procedure