

CONTRACT NOTICE

2019-051 FREELANCE SERVICES FRAMEWORK AGREEMENT (GRANTS OFFICE)

The invitation to tender is hereby made for the framework agreement with Fundació Hospital Universitari Vall Hebron - Institut de Recerca (VHIR) for approval of grant writers / grant specialist, project managers and trainers in competitive proposals preparation, through open procedures and ordinary processing.

1. Awarding entity:

- a) **Entity:** Fundació Hospital Universitari Vall Hebron - Institut de Recerca (VHIR).
- b) **Registered address:** Passeig Vall Hebron 119-129. Edifici Mediterrània – 2a Planta. Unitat de Licitacions i Compres
- c) **Town and post code:** Barcelona, 08035.
- d) **Telephone:** 93/489 44 59
- e) **Fax:** 93/489.41.02
- f) **Contractor profile:** Available in the "Contracting" section of the website of the Fundació Hospital Universitari Vall Hebron - Institut de Recerca (VHIR) www.vhir.org, as well as in the public contracting section of the Catalan Regional Government <https://contractaciopublica.gencat.cat>.
- g) **Email address:** contractacio.publica@vhir.org
- h) **Awarding power and main activity:** The VHIR is a non-profit foundation deemed to be a Non-governmental awarding power that was incorporated to promote, develop, transfer, manage and disseminate research, scientific and technical knowledge, innovation, teaching and training in the field of life and health sciences.

2. Purpose of the contract:

- a) **Purpose:** The purpose of this call for tenders is to set a Framework Agreement with four (4) selected different consultants / providers for each Lot to be contracted by the Unit of Competitive Research Projects or by the Research Groups of the Fundació Hospital Universitari Vall d'Hebron - Institut de Recerca (VHIR) which might require their services and can hire them.
- b) **Type:** service contract.
- c) **Division by lots and number:** Yes. Divided into three (3) lots.
- d) **Place of execution:** Framework Agreement assigned to Competitive Research Projects Unit and Research Groups of the Fundació Hospital Universitari Vall Hebron-Institut de Recerca (VHIR),
- e) **Deadline for execution:** The Framework Agreement will have an initial duration of 3 years.

3. Processing, procedures and means of award:

- a) **Processing:** ordinary.
- b) **Procedure:** open and non-harmonised.
- c) **Means of homologation:** See the Specific Administrative Bidding Conditions.

4. Tender budget: ONE HUNDRED NINETY-NINE THOUSAND SIX HUNDRED FIFTY EUROS (€ 199.650'00), including VAT, broken down as follows:



- **Budget (tax base):** 165,000.00 Euros
- **Value-added tax:** 34.650'00 Euros
-

5. Estimated contract value: TWO HUNDRED TWENTY THOUSAND EUROS (€ 220,000.00), without VAT, broken down as follows:

- **Budget (tax base) (without VAT):** 165,000.00 Euros
- **Possible extensions:** 55,000.00 Euros
- **Possible amendments:** 00.00 Euros
- **Total:** 220,000.00 Euros

6. Provisional guarantee: not applicable.

7. Definitive guarantee: Not applicable for a Framework Agreement.

8. Obtaining documents and information:

Entity's contracting profile: Available on the website of the Fundació Hospital Universitari Vall Hebron - Institut de Recerca (VHIR):
http://www.vhir.org/portal1/article_menu_llicitacions.asp?s=institut&contentid=1348

As well as in the public contracting section of the Catalan Regional Government:
<https://contractaciopublica.gencat.cat>

9. Specific requirements for contractors: See the Specific Administrative Bidding Conditions.

10. Award criteria:

- a) **Qualitative award criteria:** See the Specific Administrative Bidding Conditions.
- b) **Financial award criteria:** See the Specific Administrative Bidding Conditions.
- c) **Tie-breaking criteria:** See the Specific Administrative Bidding Conditions.

11. Submission of bids:

- a) **Deadline for submission:** the 6th of September 2019 at 1:00 pm.
- b) **Digital submission:** Yes.
- c) **Documents to be submitted:** See the Specific Administrative Bidding Conditions.
- d) **Place for submission:** Through the Digital Envelope electronic bidding tool, integrated into the Public Contracting Services Platform of the Catalan Regional Government (See the "Main points on DIGITAL ENVELOPE" document).
- e) **Term over which the bidder is bound to maintain his or her offer:** 4 months.
- f) **Variants admitted:** No.



12. Opening of envelope number 2, containing the proposal to be assessed through the application of value judgments:

Date and time of the opening of submissions: the 13th of September 2019 at 9:00 am. The opening will not be carried out publicly.

13. Opening of envelope number 3, through the application of criteria that can be quantified through the application of automatic formulae:

Date and time of the opening of submissions: the 25th of September 2019 at 9:00 am. The opening will be carried out in a public event.

Place: Sala d'Actes, Planta 2a, Edifici Mediterrània (VHIR), through the Digital Envelope tool.

14. Advertising expenses: Not applicable.

15. Modifications: No.

16. Assignment of the contract: See the Specific Administrative Bidding Conditions.

17. Special conditions for the execution of the contract: See the Specific Administrative Bidding Conditions.

18. Subcontracting: See the Specific Administrative Bidding Conditions.

Barcelona, 22nd of August 2019

THE CONTRACTING ORGANISM

Dr Joan X. Comella Carnicé

Director

Fundació Hospital Universitari Vall d'Hebron – Institut de Recerca (VHIR)