

**ACCEPTANCE OF THE PROPOSAL FOR AWARDING AND REQUIREMENT FOR THE AWARD OF 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**

**2019-051 FREELANCE SERVICES FRAMEWORK AGREEMENT (GRANTS OFFICE)**

Once opened the **ENVELOPE NUMBER 1** - containing the administrative information, by the Contract Awarding Committee in act of 9th of September 2019.

Once opened the **ENVELOPE NUMBER 2** - containing the proposal to be assessed through the application of value judgments, by the Contract Awarding Committee in act of 13th of September 2019.

Once opened the **ENVELOPE NUMBER 3** - containing the proposal to be assessed through the application of criteria that can be quantified through the application of automatic formulae, by the Contract Awarding Committee in act of 25th of September of 2019:

And in use of the powers that I have granted as a Contracting Authority for the Vall d'Hebron University Hospital Foundation -Instituto de Recerca (VHIR), in Barcelona,

1.- ACCEPT THE RANKING, in decreasing order, proposed by the Contract Awarding Committee in act of 25th of September of 2019:

**LOT 3: In-house training for researchers and Research Grants Office staff.**

	<b>Licitador</b>	<b>Puntuació obtinguda</b>
1	Scientific Network Management, SL	90
2	The Papermill	56,25
3	<b>Synapse Research Management Partners, SL</b>	<b>53,25</b>
4	Cliclab Transformative Agent, SL	48

2- ACCEPT THE AWARDING PROPOSAL of the Contract Awarding Committee in act of 25th of September of 2019.



**3.- REQUIRE** under the provisions of article 150.2 of Law 9/2017, of 8th November, of Contracts of the Public Sector, to **Synapse Research Management Partners, SL (B-64922289)**,

for being the bidder who submitted the best bid, to provide the following documents within a period of ten (10) working days counting from the day following that on which the request was received, in accordance with clause 6 and 12 of **SPECIFIC ADMINISTRATIVE BIDDING CONDITIONS** and the provisions of **article 145 of the LSCP**:

➤ **In the event that the company is not recorded in the ROLECE or the RELI:**

**(i) Documents certifying legal personality and capacity to enter into contracts:**

a) Individuals (single-person companies and professionals) must submit their National Identity Document (DNI) or the document substituting it and their Tax Identity Number (NIF) in the event that it is not featured on the aforementioned DNI.

b) Companies must provide their Tax Identity Number as well as the deed or document of incorporation, the articles of incorporation or founding deed and any modifications thereto, containing the rules whereby its activity is regulated and having been duly recorded, as may be required by applicable commercial legislation, in the Commercial registry. Whenever said recording is not required, certification will be carried out through the submission of the deed or document of incorporation, the articles of incorporation or founding deed and any modifications thereto, containing the rules whereby its activity is regulated and having been duly recorded, as may be required, in the appropriate public registry.

c) If the entrepreneur is acting through a representative or is a company, it shall be necessary to submit:

c.1.) A public deed of power of attorney that has been duly recorded in the appropriate public registry.

c.2.) The National ID Number and Tax Identity Number of the representative and of the signor of the financial offer.

d) The capacity to act of non-Spanish companies from member states of the European Community or signatories of the agreement on the European Economic Space must be certified through their recording in the appropriate records in accordance with the legislation of the state in which they were incorporated or by submitting a sworn statement or a certification under the terms established by regulations with any applicable European laws.

e) The capacity to act of foreign companies not included in the section above must be certified in accordance with the rules established in article 68 of the LCSP.

f) As it has been stated above, bids may be submitted by unions or joint ventures of companies constituted temporarily to this effect, and it shall not be necessary to formalise it in a public deed until the bid has been awarded to them. The aforementioned contractors shall be jointly liable before the contracting entity.



In such cases, both in what concerns individuals and corporations, each one of the joint venture's members shall have to certify their capacity to enter into contracts, legal personality and representation. It shall be compulsory to the names and information of those constituting said union, the share held by each of them and appointing a single representative or agent with sufficient powers to exert the rights and fulfil the obligations derived from the contract until the termination thereof.

Bidders who are a part of a temporarily incorporated group or joint venture may not participate in the same tender individually or in more than one joint venture.

In the event that part or the entirety of the stated documents have already been submitted to the contracting entity and have not been subject to any amendments or updates and therefore being fully valid, the bidder shall not have to provide the same again whenever he or she provides a duly filled in certificate of the validity of the aforementioned documents as per the model of **Appendix No. 3** under his or her own responsibility.

**(ii) Documents to certify economic, financial, professional or technical solvency:** as per the provisions of clause 6 of these Conditions.

**(iii) Other documents:**

**a)** Registration with the Economic Activities Tax, under the heading that is appropriate to the object of the contract, and the latest tax receipt for the same, as long as the bidder carries out activities that are subject to and not exempt from the aforementioned tax.

Moreover, in the event that the selected company is eligible for exemption from this tax pursuant to article 82 of Legislative Royal Decree 2/2004, of 5 March, whereby the Consolidated Text of the Law governing local tax agencies is approved, the bidder shall have to submit an affidavit stating the legal grounds for exemption and the statement document for the taxpayer's census.

**b)** A specific document certifying that the company is up to date with its tax obligations issued by the Tax Administration in compliance with article 43 of General Tax Law 58/2003, of 17 December.

**c)** A positive administrative certification issued by the Catalan Regional government certifying that the company is up to date with its tax obligations with the aforementioned administration.

**d)** A positive certification issued by the competent authority certifying that the company is up to date with all Social Security obligations.

**e)** In the event that solvency through external means is used, the submission of a commitment as per article 75.2 of the LCSP.

**f)** A commitment for the ascription of means as per article 76.2 of the LCSP.



➤ **Should the company be registered in the ROLECE or the RELI:**

(i) A document certifying recording in the ROLECE or the RELI and a certificate on the validity of the information contained therein. Should any of the information stated above not be featured in the RELI, said information shall have to be provided separately.

(ii) In the event that solvency through external means is used, the submission of a commitment as per article 75.2 of the LCSP.

(iii) A commitment for the ascription of means as per article 76.2 of the LCSP.

4.- NOTIFY to the bidder to provide the documents within a period of ten (10) working days counting from the day following that on which the request was received. In the event that bidder should fail to submit the documents by the established deadline, the proposal for award shall be made to the next candidate by score, providing him or her with the appropriate deadline to constitute the aforementioned security.

5- ORDER the publication of this agreement to the VHIR profile and of the Procurement Platform of the Generalitat de Catalunya.

Barcelona, on September 26th of 2019.

**CONTRACTING ORGANISM**  
**Dr Joan X. Comella Carnicé**  
Director  
Fundació Hospital Universitari  
Vall d'Hebron – Institut de Recerca (VHIR)