



**SUBJECT:** Request of applications and price quotation for the selection of an external expert to provide advising and consultancy service in the field of multimodality in the Adriatic-Ionian Region within the framework of the EU funded project MultiAPPRO (Interreg ADRION 2014-2020 Programme)  
Project Index n. 292

CUP: E65F18000030004

#### **Premises**

F.Ili Codognotto di Codognotto Gianfranco & C. S.n.c. (from hereinafter “F.Ili Codognotto” or “the Awarding Organisation”), is partner of the project “MULTIDISCIPLINARY APPROACH AND SOLUTIONS TO DEVELOPMENT OF INTERMODAL TRANSPORT IN REGION” (acronym MultiAPPRO, project index n. 292), funded by the Interreg ADRION 2014-2020 Programme.

The overall duration of the project is 24 months, 01.02.2018-31.01.2020.

Within this framework, F.Ili Codognotto is in charge to actively contribute to the designing, establishing and implementation of an International Transport Network (ITN), composed by the Partners' representatives, national authorities and experts who are able to look at the broader picture of regional intermodal transport, critically and affirmatively and look for measures and activities to improve it. In order to achieve the expected results and effectively implement project's activities, the Awarding Organisation intends to select an external expert who, operating as external consultant, provides advising and consultancy service supporting F.Ili Codognotto in effectively contribute to the activities of the ITN.

#### **ART. 1) Organisation awarding the service**

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Responsible of the awarding procedure: The Managing Partner, Mr. Flavio Codognotto.

## **ART. 2) Description of the services required**

In the framework of the Interreg ADRION 2014-2020 project MultiAPPRO, the Awarding Organisation is in charge of contribute to the activities of the International Transport Network (ITN). In detail, F.Ili Codognotto is required to comply with the provisions of the Memorandum of Understanding drawn up and signed at the level of the project consortium.

In order to achieve this project task, F.Ili Codognotto requires the identification and selection of a highly specialised external expert to provide advising and consultancy service in the field of multimodality in the Adriatic-Ionian Region. The recourse to external competencies by the Awarding Organisation is required by the nature of the activities and initiatives implemented within the ITN. These activities, as required by the project, cover a wide range of topics related to multimodality in the Adriatic-Ionian macro-region, ranging from transport bottleneck identification, discussion and identification of feasible solutions; promotion of multimodality across the macro-region towards different market segments and stakeholders, quality management.

Accordingly, the entire range of skills required to contribute to the work of the network required the use of external expertise as it is not available within the company. More in detail, the Awarding Organisation requires to identify an external expert to provide highly-qualified advising and consultancy services in the field of multimodality with a focus on the maritime transport, shortsea and Intermodality.

The identified expert is required to provide support upon request of the Awarding Organisation, in the implementation of any activity performed by the International Transport Network. Moreover, the external expert is required to attend the International Transport Network meetings, in line with the request of the Awarding Organisation and the provisions included in the Memorandum of Understanding establishing the network. Participation in meetings, conventions, round tables and workshops held within the network activities, both in Italy and abroad, are required and previously agreed with the Awarding Organisation. Therefore, according to the approved version of MultiAPPRO application form, all the activities performed in the framework of this procedure are related to the Work-Package WP2 – T1 “Intermodal Transport Network and bottleneck Analysis” and WP3 – T2 “Sustainable Promotion of Intermodal Transportation”.

Copy of the Memorandum of Understanding is available at the headquarters of the Awarding Organization for consultation, upon request.

Due to the international nature of the International Transport Network and of the Interreg ADRION 2014-2020 Programme, all the activities related to this procedure have to be provided in English.

## **ART. 3) Nature of the performance and framework**

The services are intended to be purely consultative and to be carried out in full organizational autonomy and without any obligation of subordination towards the Awarding Organisation, but, in any case, in agreement between the Parties.

The identified external expert will be able to use the equipment made available at the Proposing Organisation’s premises, carrying out its activity without observing specific working time, but having regard to the opening hours of the proposing Organisation's office.



In the execution of the assignment, the identified external expert will abide by the normal diligences required by the Law and by the Uses. The Proposing Organisation will provide all the information necessary for the complete fulfilment of the mutually agreed tasks upon assignment.

In order to carry out the activities covered by this procedure; the Awarding Organization estimates a commitment of 20 full working days.

The collection of the application does not give rise of any obligation on the part of F.Ili Codognotto, who therefore does not assume any constraint in relation to the continuation of his negotiating activity, nor the attribution to the Candidate of any right in relation to the service assignment.

The Awarding Organisation reserves the right to ask the candidates identified with this procedure the appropriate documentary integrations, if deemed necessary.

#### **ART. 4) Duration**

The identified external expert will provide support to the Awarding Organisation within the period September 2019 to January 2020 included. In line with the overall duration of the MultiAPPRO project, as recalled in the Premises. The duration of the assignment is in any case based on the project closure activity. Accordingly, the duration can in any case be re-parameterised in the event of extensions to the project implementation period.

The services provided by the identified external expert have to be considered as guaranteed even in the event of any extensions to the project termination date pursuant to the overall project duration recalled in the Premises, without the need for changes and/or additions to the agreed conditions and compensation.

#### **ART. 5) Compensation**

The estimated cost for the above-mentioned services is: 12.500,00 € (fifteen thousand/00 Euro), VAT excluded.

This amount has to be considered as maximum practicable.

This amount has to be considered as inclusive of all costs incurred for the performance of the requested services.

The economic operator awarded is the sole responsible of the compliance with the provisions of any security, safety, insurance and social security charge related to the implementation of the services according to law.

#### **ART. 6) Terms and conditions for submission of applications**

Any request of clarification or application have to be addressed, exclusively via e-mail, to: [andrea.condotta@codognotto.com](mailto:andrea.condotta@codognotto.com).

The application must include a detailed and signed CV.

Any application has to be sent within the 23:59 of the 8<sup>th</sup> of September 2019. this deadline is set due to the need for the Codognotto company to implement the planned project activities, as the ITN activities are already in place.

Applications received after this date or without the requirements indicated in art. 2 "Description of the services required" will not be considered.

#### ART. 7) Awarding procedure

The awarding procedure aims at guarantying to MultiAPPRO project the best support in terms of knowledge and expertise. For this reason, the evaluation of the candidate will be based on experts' curricula.

Codognotto participation in the project is entitled to guarantee the vision of private sector in the project framework. For this reason, candidates will have to demonstrate a sound and consistent expertise in transport & logistics.

The Awarding Organization reserves the right not to proceed with the awarding of the procedure and reserves the right to award the service even in the presence of a single offer.

#### ART. 8) Requirements

The candidate must not be in any of the exclusion conditions provided for by law.

The candidate must be in a position of independence with respect to the Awarding Organization, as required by law.

By sending the application and price quotation, the interested Candidates confirm confirms of not being in any of the above conditions. The Awarding Organization reserves the right to verify the status of the candidate.

#### ART. 9) Selecting procedure

Due to the selection criterion indicated in art. 7 "Awarding Procedure" (best value for money), the service will be awarded to the bid presenting the most advantageous combination of cost/quality to meet the Awarding Organisation's requirements.

The evaluation of the selection procedure is expressed in hundredths.

An Internal Commission nominated by the Responsible of the Procedure and composed by the Awarding Organisation staff and personnel from the Codognotto Group will evaluate the price quotation and proceed to award, applying the following criteria:

Evaluation Criteria	Description	Level	Score
A	Coherence of the technical profile to the specific requirements listed in art. 2 "Description of the services required"	Not sufficient	0
		Sufficient	15
		Good	20
		Very good	25
		Excellent	30
B	Previous work experiences in line with the technical expertise and competences concerning the issues and topics related to the assistance and consultancy service requested	Not sufficient	0
		Sufficient	15
		Good	20

		Very good	25
		Excellent	30
C	Knowledge of the multimodal transport and logistics market segments in the Adriatic-Ionian Region	Not sufficient	0
		Sufficient	5
		Good	10
		Very good	15
		Excellent	20
D	Knowledge of English and of at least one other language of the Program area	Not sufficient	0
		Sufficient	4
		Good	6
		Very good	8
		Excellent	10
E	Economical offer (based on the % of reduction)	≥ 5%	0
		≥ 10%	5
		≥ 15 %	10
		≥ 20 %	15
			20

The Internal Commission, subject to the admissibility of the selection of applications received, has 100/100 points to assign to the comparative evaluation of the curricula. In private session, the aforementioned Commission will proceed to the comparative evaluation and attribution of the scores and consequent preparation of the ranking.

The award will then be communicated to the selected candidate.

#### Art. 9) Treatment and processing of Personal Data

Pursuant to the EU Regulation GDPR 2016/679 of the 27<sup>th</sup> of April 2016, the F.Ili Codognotto informs that the personal data provided by the interested parties will be used by the company and its Group exclusively for the purposes related to this Request of applications and price quotation and in the event of any future assignment.

Data retention may be carried out through computer and paper archives and will be processed in compliance with the aforementioned EU Regulation GDPR 2016/679 of the 27<sup>th</sup> of April 2016 and any subsequent amendment.

By sending the application and price quotation, the interested Candidates express their consent to the processing of their personal data. The Data Controller is F.Ili Codognotto di Codognotto Gianfranco & C. S.n.c., in the person of the Managing Partner, Mr. Flavio Codognotto. At any time, the Candidate may exercise his/her rights towards the Data Controller, pursuant to the aforementioned EU Regulation GDPR 2016/679 of 27 April 2016, by sending an email to [marketing@codognotto.com](mailto:marketing@codognotto.com).



Salgareda, 05.08.2019

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The Responsible of the Procedure – Mr. Flavio Codognotto