

CALL FOR TENDER
IMPLEMENTING BODY SELECTION PROCEDURE
EUROPEAN QUALITY WINES: TASTE THE DIFFERENCE (TTD.EU 874904)

SUMMARY

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Having regard to:

- Regulation (EU) No 1144/2014 of the European Parliament and of the Council of 22 October 2014 on information provision and promotion measures concerning agricultural products implemented in the internal market and in third countries and repealing Council Regulation (EC) No 3/2008, laying down the rules for the participation and dissemination in Promotion of agricultural products programme (hereinafter referred to as “Rules for Participation”);
- COMMISSION IMPLEMENTING REGULATION (EU) 2015/1831 of 7 October 2015 laying down rules for application of Regulation (EU) No 1144/2014 of the European Parliament and of the Council on information provision and promotion measures concerning agricultural products implemented in the internal market and in the third countries
- COMMISSION DELEGATED REGULATION (EU) 2015/1829 of 23 April 2015 supplementing Regulation (EU) No 1144/2014 of the European Parliament and of the Council on information provision and promotion measures concerning agricultural products implemented in the internal market and in third countries
- Guidance on competitive procedure Ref. Ares (2016)2631202 - 07/06/2016
- Call for Proposal 2019 Multi-Programmes Grants to information provision and promotion measures concerning agricultural products implemented in the internal market and in third countries in accordance with Regulation (EU) No 1144/2014 of the European Parliament and of the Council (2019/C 18/05), hereinafter “Call for Proposal”;
- The intention of the Coordinator *Unione Italiana Vini Servizi Soc. Coop.* and the beneficiary *PRODECA* to implement and develop the programme *Europe Quality Wines: Taste the difference (TTD.EU 874904)*, hereinafter “*the programme*”, which aim is to promote *European Quality Schemes* and Italian and Spanish quality wines in China and United States of America;
- In compliance with the provisions contained in the TTD Grant Agreement and in the Consortium Agreement, the Coordinator was specifically asked from the other Beneficiary to deal with the Implementing Body selection procedure, delegating to the Coordinator the activities for the fulfilment of such task;
- The starting date of the program is March the 1st, 2020; due to the pandemic global crisis, beneficiaries proceeded to suspend the program during the period May-October 2020 and January-May 2021. The period of implementation of the activities is - compatibly with supervening events and/or impediments affecting the performance of the programme – defined as follows: RP1: June 2021 – January 2022; RP2: February 2022 – January 2023; RP3: February 2023 – January 2024. To the purpose of the present Call for Selection, events and/or impediments shall mean circumstances beyond the control of the parties and that they could not reasonably be expected to have taken the events/ impediment into account at the time of the conclusion of the Grant Agreement or to have avoided or overcome it or its consequences;
- The willingness of the Coordinator to select an Implementing Body to implement the programme;
- CHAFEA provisions for the selection of the Implementing Body based on the following values and criteria: best price, quality, absence of conflict of interest (art. 10, Grant Agreement);

- The absence of a legal framework within EU Multi-Program Grants that defines terms, deadlines and procedure for the selection of the Implementing Body from the Beneficiaries of the Project;
- The intention of the Coordinator of the Project to identify a reference framework for the selection of the Implementing Body that complies with EU legislation and with principles of transparency and effectiveness in the selection of the Implementing Body. Such reference framework has been identified by the Coordinator in the Italian Legislation, and precisely in the guidelines published by the Italian Ministry of Agriculture (MIPAAF) in the Departmental Decree n. 29174 published on 3rd June, 2020 defining the procedure for selecting the Implementing Body in case of Simple Program. According to the provisions set out in Article 2 of the abovementioned Ministerial Decree, it is provided that “Call for Tender must consider an adequate time frame for the reception of the applications of no less than 15 days;
- The willingness of the Coordinator to apply the internal procedure for the selection of the Implementing Body, approved by the board of Directors of Unione Italiana Vini on 24th July, 2020;
- The commitment to avoid any situation where the impartial and objective implementation of the program could be compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest (the so called “conflict of interests” according to art. 20 of the Grant Agreement). In the light of the above, the beneficiaries (and linked third parties) ensure that the action is implemented impartially and objectively.
- To ensure that:
 - the contract notice is published and adequately advertised;
 - sufficient time for the receipt of tenders is provided;
 - an objective and non-discriminatory evaluation of the tenders
 - the assessment of any possible conflict of interests
- The weight and the complexity of the present competitive procedure is proportionate to its economic importance whilst ensuring the fundamental principles of the EU Treaty: non-discrimination, equal treatment as well as full transparency on the selection and award criteria to be applied.
- The attachments to the present document that have to be fulfilled and sent to the Coordinator within February the 21st, 2021.

WHEREAS:

Unione Italiana Vini Servizi Soc. Coop. established in Milano, Via San Vittore al Teatro 3, 20123 – Italy, FC 00868400151, telephone +39 045 4851408, e-mail: EUAgripromotion@uiv.it, as Coordinator of the multi-programme *Europe Quality Wines: Taste the difference* (TTD.EU 874904), approved by the European Commission according to the Regulation (UE) n. 1144/2014 – issue a *Call for tender* for the selection of an implementing body, through and open call procedure.

The present document aims to define the procedure to select an Implementing Body for the implementation of a part of multi-programme *Europe Quality Wines: Taste the difference* (TTD.EU 874904). At the end of the evaluation procedure, the Coordinator will

appoint the selected body through an *interim* assignment that will be formally signed once shared and agreed all the contractual terms. The Implementing Body shall ensure:

- the best management of the programme activities - *agreed between the Parties* - starting from the signature of the contract;
- the activities implementation and the deliverables/results gaining;
- the technical and financial administration of the program and the submission of periodic reports to the Consortium;
- the application of the guidelines of the programme that will be shared with the appointed IB.

The activities shall be developed through specialized technical and operational support and it shall implement high-quality services and deliverables; the service shall stand out for the innovativeness of the messages and the spreading tools aims to involve the target group. The development of the Communication Strategy shall be consistent with the objectives and priorities of the Reg (EU) 1144/2014, ensuring a clear recognition of the *European Programme* and its beneficiaries (UIV and PRODECA).

The selection procedure must comply with the following principles and provisions:

- it must respect the principles of transparency and fair equality;
- "*Open call*" has been selected by the Consortium as the best procedure to allow all the interested companies in participating to the call to submit their own proposals;
- interested and eligible companies must define an executive proposal based on the Project activities, completed by a detailed cost analysis;
- selection procedure has not been based on merely economic parameters, but also considering the best development of the promotional activities in comparison with the other proposals

1. Project strategy and objectives

The main aim of the proposal is to increase professionals and influencers' knowledge about PDO, PGI or TSG wines, protected by the European Union quality policy that aims at promoting their unique characteristics that represents the excellence in their respective countries and EU Member States. The project aims to increase and strengthen the awareness and competitiveness of the European PDO and PGI wines in two target markets (China and United States of America), highlighting the specific features of these *European quality schemes*. The project intends to be an educational and training initiatives the purpose of which is to simplify the wide diversity of European grape varieties by explaining, divulging and broadcasting the characteristics of Italian and Spanish quality wines around the world. The proposal wants to create new wine experts and ambassadors who can spread the project message and stay in contact with wine consumers.

After the impact of Covid-19 on the Project activities, in particular on the events in the target markets, Proposing Organizations urged to set up an adequate response able to contrast and overcome the restrictive measures applied by the governs. The situation in terms of travel restriction and crowd control, even if it is entering a relaxation phase, still fragile compromising the effectiveness and efficiency of the activities organized in presence. Proposing Organizations are convinced that deepening the effort on the digital tools

can, in a first phase, contrast the impact of the restrictive measures on the Project and, in the next future, contribute to the strength and deepen the integration between online and offline activities where one side catalyses the effect of the other, and vice versa. For that reason, it is expected by the proponent to define new solutions and strategies that, at the same time, could guarantee the gaining of the impacts and results of the program, both in informative and economical terms (please, refer to the following paragraphs); in defining so, the return of investment has to be considered as a strategic criterion to be taken into consideration.

2. Timeline and implementation period

The co-financed actions shall be implemented over a period of 36 months (2020-2024), as reported in the Project; the starting date of the project is March 1st, 2020. Due to the pandemic emergency, the programme was suspended and its timeline newly defined as follow: RP1: March – April 2020 / SUSPENSION / November 2020 – January 2021 / SUSPENSION / *provisionally* June 2021 – January 2022; RP2: February 2022 – January 2023; RP3: February 2023 – January 2024.

The Implementing Body will be appointed for the entire duration of the program. The implementing body shall give access to the relevant Authorities (Agency, the Commission, the European Court of Auditors (ECA) and the European Anti-Fraud Office (OLAF) and other national and EU controlling institutions) to its business premises for the necessary controls and audits, as further ruled in Art. 10, Grant Agreement.

3. Implementing Body's action tasks

In order to ensure the best execution of the programme, the selected Implementing Body must demonstrate the ability to perform technical, financial and operational tasks and experience in information and promotion campaigns.

Implementing body will be solely directly responsible for the implementation of all the actions defined by the proposal and it covers a leading role in:

- A. organizing the technical and financial resources necessary for carrying out the planned project activities;
- B. producing periodic reports about the state of the art of the project activities and all necessary technical and financial reports on expenses;
- C. activating all procedures necessary for the acquisition of goods and services and for the signing of the contracts related to the implementation and achievement of such tasks;
- D. monitoring the technical, economic and financial development of the program in relation to the approved planning and to detect any non-compliance along the process;
- E. managing the Project budget providing a planning of financial and technical resources;
- F. if appropriate, propose to the Beneficiaries changes in budget and variations to the project planning;
- G. reporting non-compliant situations, unconformities or possible risks in order to activate the necessary corrective actions;
- H. proposing solutions for rescheduling short and medium-term activities in order to solve non-compliant situations or make the development of the program more efficient and coherent;

- I. supporting the beneficiaries in drafting project reports and developing the administrative procedures related to the implementation of the program;
- J. constantly verifying the compliance with the procedural standards and documentation defined for the development of the program and, if appropriate, proposing changes to the adopted standards or new tools to facilitate the development of the program;
- K. providing maintain and manage a shared in Cloud Project archive;
- L. attending the meetings of the Management project team;
- M. supporting the beneficiaries in the reporting phase to the competent bodies and during the audit phases.
- N. ensuring that the European Agency CHAFEA, The European Commission, the European Court of Auditors (ECA) and the European Anti-Fraud Office (OLAF) can exercise the rights to carry out checks, reviews and audits on all the documents, activities related to the project.
- O. ensuring compliance with rights and obligations set out in Grant Agreement model, provided by CHAFEA (European Agency) along with the call for proposal applied by the beneficiaries.

In case of activities not directly managed and provided by the Implementing body, this latter will be held responsible for the payment of all suppliers involved in the actions laid down in the Project (e.g. typography, travel, food, accommodation, etc.).

The implementing body must grant the eligibility of the expenditures and it will be held responsible for the evaluation and monitoring of results. For this reason, accordingly to Grant Agreement provisions, it will be entitled to submit a periodic report on technical and financial issues.

Therefore, the project defines costs directly related to the implementation of activities and implementing body's fee. In case of award, a guarantee by a third party (credit Institution or Insurance Agency) might be required to candidates before the signature of the contract.

Following the above:

4. Call for tender

Interested companies are invited to participate and submit their offers, following the detailed arrangements described below.

5. Programme activities and budget

5.1. Milestone results of the awarded programme

The tables below report on the deliverables and results originally defined in the awarded programme. It is important to underline that, the proponents shall consider the results in term of contacts as a fixed element while activities and related deliverables could be freely managed, according to the proposed strategy.

Target market: USA

WP2	Deliverables	Deliverables original version
Continuous PR	Continuous PR activities	Continuous activities
Press Events	Press Events	4

WP3	Deliverables	Deliverables original version
Social Media	Social Media Account	3
Social Media	Regular Posting	72
Website	Website sections	6

WP4	Deliverables	Deliverables original version
Online	Online ADV space	9

WP5	Deliverables	Deliverables original version
Visual Campaign	Communication & strategy definition (and restyling)	1
Visual Campaign	Definition of campaign's visual identity	1
Promotional Videos	Promotional Videos	1
Publications, Media Kits, Promotional Merchandise	Merchandise Items	3.350

WP6	Deliverables	Deliverables original version
Trade Fairs	Stand at trade fairs	1
Workshops	Workshops	15
Incoming	incoming	2

Target market: CHINA

WP2	Deliverables	Deliverables original version
Continuous PR	Continuous PR activities	Continuous activities
Press Events	Press Events	3

WP3	Deliverables	Deliverables original version
Social Media	Social Media Account	3
Social Media	Regular Posting	72
Website	Website sections	6

WP4	Deliverables	Deliverables original version
Online	Online ADV space	9

WP5	Deliverables	Deliverables original version
Visual Campaign	Communication & strategy definition (and restyling)	1
Visual Campaign	Definition of campaign's visual identity	1
Promotional Videos	Promotional Videos	1
Publications, Media Kits, Promotional Merchandise	Merchandise Items	3.350

WP6	Deliverables	Deliverables original version
Trade Fairs	Stand at trade fairs	1
Workshops	Workshops	11
Incoming	incoming	2

5.2. Results and impact

Impact indicator – economic return	Baseline	End of programme
To increase the market share of Italian and Spanish quality wines (PDO and PGI)		
Increase of PCC (per capita consumption) in terms of litre (baseline 2017 figures)	Usa: 9,90 ppl/litres/year China: 3,50 ppl/litres/year	Usa: 10,35 ppl/litres/year (+0,45) China: 3.89 ppl/litres/year (+0,11)
% of market share of Italian and Spanish quality wines on target markets (value)	Usa + 8,81% (2.591 Mio €) China +21,91% (412,3 Mio€) total +10,15% (3.003,7 Mio€)	Usa + 8,86% (2.597 Mio €; +7Mio€) China +22,17% (417 Mio€; +3,3 Mio€) total +10,23% (3.014 Mio €; +9,3 Mio€)

Impact indicator – informative return	Baseline	End of programme
To increase the awareness of trade actors and influencers (directly) - and consequently of consumers (through the trained trade) - about European Quality Schemes (PDO and PGI) and the related logos		
% increase of consumer and trade awareness about European Quality Schemes (PDO and PGI) and the related logos.	Not yet defined*	At least 2% on the total amount of consumers will be informed.
To increase the competitiveness of Italian and Spanish quality wines (PDO and PGI), through the enhance of awareness and perceived-quality of trade and consumers		
% increase of number of trade actors and consumers who recognize Italy and Spain as countries that make grape-based wine	China: Italy 52% China: Spain 44% Usa: Italy 75% Usa: Spain 63%	China: Italy 55% (+3%) China: Spain 46% (+2%) Usa: Italy 81% (+6%) Usa: Spain 68 % (+5%)
% increase of consumers who choose wine from Italy and Spain when they recognize the origin	China: Italy 45% China: Spain 36% Usa: Italy 37% Usa: Spain 19%	China: Italy 47% (+2%) China: Spain 38% (+2%) Usa: Italy 40% (+3%) Usa: Spain 20% (+1%)

Other impact indicator – informative return	
No of people who will be reached by the programme activities	CHINA: 975.000 USA: 1.250.000

5.3. Budget

Following, a specific indication on the total budget for each country:

Specific budget USA				
	Year 1	Year 2	Year 3	TOTAL
TOTAL	1.025.026,25 €	1.025.026,25 €	1.025.026,25 €	3.075.078,75 €
Specific budget CHINA				
	Year 1	Year 2	Year 3	TOTAL
TOTAL	988.876,50 €	988.876,50 €	988.876,50 €	2.966.629,50 €

GRANT TOTAL				
	Year 1	Year 2	Year 3	TOTAL
TOTAL	2.013.902,75 €	2.013.902,75 €	2.013.902,75 €	6.041.708,25 €

6. Required documentation and submission of the offer

6.1. Stages and requirements

STAGE	REQUIREMENTS	SPECIFIC REQUIREMENTS	PT	ANNEXES
PRE SELECTION CRITERIA	Conflict of interest analysis	n.a.	n.a.	Declaration of Honour (Annex 01) Legal Entity Form (Annex 02)
	administrative documents check	n.a.	n.a.	Accountable declaration of primary credit institution (Annex 03) Extract of the company from the official journal Balance sheet of the last year (2019) Certificate of liability to VAT
	Proven experiences	Year of experience	5	Declaration of proven experience (Annex 06) Undertaken European Programmes (Annex 07)
		Topic	3	
		Target countries	2	
	Company profile	Working group	10	Description of the Company & internal management structure (Annex 04)
Internal Management structure		10	Brief description of the working group and involved profiles (Annex 05)	
TECHNICAL PROPOSAL	Development of the offered services and overall comprehensiveness (e.g. overall coherence of the proposal with regard to the Project structure, ...)	Articulation of the programme strategy	10	Project general strategy (Annex 08) Activity description, impact & budget (Annex 09) Communication Strategy (Annex 10) Social Media and website actions (Annex 11)
		Communication strategy	5	
		Social media and website actions	5	
		Activities briefing & Impact	25	
	Implementing process quality	Timeline	5	Timeline (Annex 12)
Supervision and examination of the realisation of the initiatives		10	Supervision and examination (Annex 13)	
ECONOMICAL PROPOSAL	Direct costs of the actions	Value for money	30	Activity description, impact & budget (Annex 09)
		Budget / direct contact	10	
		Budget coherence and consistency	10	
	Implementing body's coordination costs	Fee evaluation	10	
TOTAL MAX POINTS			150	

6.2. "Pre-selection" stages

The interested proponent will be first evaluated on excluding and pre-selection criteria. At the end of this stage a selection of n. 5 companies will be considered admissible for the second stage of the Call for Tender, upon this first ranking. Following, a detailed description of excluding and pre-selection criteria.

Excluding criteria

- a) Conflict of interest;
- b) Not compliance with obligations relating to the payment of social security contributions and the payment of taxes;
- c) guilty of grave professional misconduct
- d) situation of bankrupt or being wound up
- e) situation of guilty of grave professional misconduct

To exclude any of the criteria described above, interested proponents should:

- produce and sign a **Declaration of Honour (Annex 01)** in which it is required to declare the good status and the absence of critical situation concerning their financial or social status;
- complete and sign **Legal Entity Form (Annex 02)**, supported by the extract of the company from the official journal;
- produce the **balance sheet** of the last year (2019);
- **certificate of liability to VAT**, signed or certified by the relevant revenue agency;
- produce an **accountable declaration of primary credit institution** stating the selected implementing body disposes of the financial resources necessary guarantee the most effective execution of the actions (**Annex 03**).

It must be further specified that the submission of the administrative documentations is mandatory and constitutes an eligibility condition.

Pre-selection criteria

The following criteria will be taking into consideration to evaluate the eligibility and proven experiences of the interested proponents.

A. Proven experiences as implementing body in European promotional programmes (i.a. CMO and Reg.1144/2014) in terms of awarded programmes – max 10 points

1) *Year of experience*

- | | |
|-----------------------------|----------|
| a) ≤ 5 years | 1 points |
| b) > 5 years and ≤ 10 years | 2 points |
| c) > 10 years | 5 points |

2) *Topic (wine sector and European Quality Schemes -PDO, PGI and Organic) and target countries*

- | | |
|---|----------|
| a) Food sector | 1 points |
| b) Wine sector - Eu Quality Schemes (PDO and PGI) | 2 points |
| c) Wine sector - Eu Quality Schemes (PDO and PGI) and food sector | 3 points |

3) *Target countries (just in case of programme for wine sector and EU quality schemes / food sector)*

- Third countries 1 points
- CHINA and USA 2 points

B. Company profile – max 20 points

Please, provide a description of the company, focusing on:

- 1) *internal management structure* – max 10 points
- 2) *working group with the description of profiles involved* (remind to indicate the number of people involved in the activities and their specific profiles/roles and responsibilities) – max 10 points

In order to prove the above criteria, proponents should produce the following documentation:

- **Annex 04 – Company profile and internal management structure** - no more than 10.000 characters (space included) in company letterhead
- **Annex 05 – Working group and involved profiles** – no more than 10.000 characters (space included) in company letterhead
- **Annex 06 – Declaration of proven experience**
- **Annex 07 – Undertaken European Programmes** - please, provide a list and a brief description of the experience in implementing similar programmes, with reference to the period 2008-2020 (one slide with the list of the Undertaken programmes with a focus on target countries, topics, budget). Please, select n. 3 programmes and present them (max 3 slides for each selected programmes)

6.3. “Evaluation of proposal” stages

Technical proposal

For what concerns tenders for services and supplies, *previous experience requirement* represents the main criterion by which the company may be selected. The following criteria will be taken into consideration in order to evaluate the technical proposals of the interested proponents:

A. Development of the offered services and overall comprehensiveness (e.g. overall coherence of the proposal with regard to the Project structure, ...) – max 45 points

- 1) *Articulation of the programme strategy* – max 10 points
Coherence and completeness of the technical proposal (detailed, clear and complete description of the proposed activities in relation to the goals of the Programme and the requirements of the Technical Specifications); coherence between the overall strategy and the goals to be pursued; coherence between the overall strategy and the individual activities
- 2) *Communication strategy* - max 5 points

- a. *Communicational effectiveness of the idea* (degree of understanding of the different typologies of the target groups): coherence of the means proposed with the goals of the Programme, as far as the media plan with classical tools, the proposals of new formulas for communication/promotion, etc
 - b. *Originality and uniqueness of the communication strategy which makes the communications recognisable in all of its aspects*: Evaluation of the use of a mix of techniques and solutions aimed at providing a clear and complete response to different target groups, taking into account that the completeness of the project requires the full correlation between the tools and actions of communication and the promotion goals of the Programme
- 3) *Social media and website actions* (detailed indication of the actions to be carried out on various social media, with the relative motivations): effectiveness and functionality of the architecture, the navigation system and the social strategy - max 5 points
 - 4) *Activity briefing*, for each work-package please provide for a detailed description of the activities and their impact on the program objectives according to the Annex 9 and its templates – max 25 points

B. Implementing process quality – max 15 points

- 1) *Supervision and examination of the realisation of the initiatives*: description of the main procedures (technical and administrative) that allows a proper implementation of the programme and the best analysis of the proposed activities, measuring and evaluating also the effectiveness of the actions, including in relation to, for example, satisfaction, effects, images, etc – max 10 points
- 2) *Timeline*: assessment of the completeness adequacy of times and resources that are provided by the timeline pointed out in §2. *Timeline and implementation period* and its coherence with the Programme which shall be organised into three years – max 5 points

In order to prove the above criteria, interested proponents shall produce the following documentation:

- **Annex 08 – Project general strategy** – no more than 5.000 characters (space included);
- **Annex 09 – Activity briefing, impact & budget**
- **Annex 10 –Communication Strategy** – Power Point presentation on Visual Campaign and communication strategy. Please, follow the PPT format
- **Annex 11 – Social Media and website actions** – no more than 5.000 characters (space included)
- **Annex 12 – Timeline of the programme**
- **Annex 13 – Supervision and examination of the realisation of the initiatives**

Economic proposal (60 maximum score)

The economic proposal will consist in a declaration, signed by the legal representative of the applicant, defining the economic offer of the applying company. This will have to be comprehensive of the following elements:

- 1) *Direct costs of the actions (as defined by the project itself)*;

2) *Implementing body's coordination costs.*

The following criteria will be taken into consideration in order to evaluate the economical proposal of the interested proponents.

A. *Direct costs of the actions – max 50 points*

- 1) *Value for money (quality / price)* evaluated on the main item costs for each type of activity; in doing so, the evaluation committee will evaluate also the costs-effectiveness of the proposed initiatives, according to market prices – max 30 points
- 2) *Analysis of the unit cost* of every action expressed through the ratio between total costs of the action (including the fee) and the number of direct contacts expected – max 10 points
- 3) *Budget coherence and consistency* in relation to the programme strategy and objectives – max 10 points

B. *Implementing body's coordination costs – max 10 points*

- 1) *Evaluation of the adequacy of the fee*, required for the implementation of the programme, on the basis of the cost of every action and of the expected benefits.

In order to prove the above criteria, interested proponents shall produce the following documentation:

Annex 9 – Activities description, impact & budget

7. Participation method (certified email)

Required documents shall be duly signed and stamped; they shall be sent by certified email **not later than the 21st February at 10 am.**

The email shall contain a ZIP folder with all the required documents in Pdf and Docx format; PDF documents will have to be duly signed and stamped. The email object shall report the following wording: **Proposal for the selection of EUROPEAN QUALITY WINES: TASTE THE DIFFERENCE (TTD.EU - 874904) implementing body – [name of the Company]**

Interested companies are required to send the email at the following address: promozione@pec.uiv.it (certified email) or EUAgripromotion@uiv.it (standard email).

8. Evaluation procedure

To guarantee a proper, neutral and not discriminatory assessment, avoiding any possible conflict of interests, Proposing Organization will be supported in the evaluation of the proposals by an *ad hoc Evaluation Committee*. Commissioners will be appointed on the basis of their curricula. The procedure for the evaluation of the proposal will take place with the following timeline:

- 22nd – 24th February 2021 – Evaluation Committee meetings
- 24th February 2021 – Awarding communication. A pre-interim assignment will be sent to the awarded proponent.

Within 10 days from the communication regarding the outcome of the selection, candidates may require information relating to their applications. All requests can only be introduced within the terms described upon.

Requests will be dealt with in accordance with the requirement for the work of the evaluation committee to be confidential and in compliance with the rules on the protection of individuals with regard to the processing of personal data.

Please note that request for information made to the Coordinator of the Project have no suspensive effect on the process of selection of the Implementing Body.

9. Implementing body contract

9.1. Responsibility of the Implementing Body and operative procedures

The Implementing Body commits itself to undertake all steps necessary to support the Coordinator in fulfilling its obligations as specified in the present Call for Selection and, in case of award, in the subsequent contract and in the related Annexes to it. The Implementing Body shall comply with the relevant legal framework and with other requirements under the law which applies to it, especially with the European Union's and national legislation as set out in the Grant Agreement and its Annexes, as well as in the national applicable law. In particular, for the part of the project for which it is responsible, the Implementing Body shall ensure:

- that it is implemented in compliance with the rules and procedures defined and shared with the Beneficiaries (e.g. with regard to monitoring the project physical and financial progress, recording and storing of documents, written requests for project changes, implementation of information and publicity measures etc.);
- that programme requirements on eligibility of expenditure are strictly respected, according to the procedures defined and shared with the Beneficiaries and to the Grant Agreement.

In case of needs, the Coordinator can modify activities plan; the budget will be newly defined according to the new activities-plan.

9.2. Termination and suspension of the contract

In case of termination or suspension of the Grant Agreement and consequently of the implementation of the program activities, the contract with the Implementing Body will be automatically terminated or suspended.

The implementing Body shall be declared as a defaulting party, and the contract shall be terminated, i.a. in the following case:

- the IB does not comply with the applicable national law on taxes and social security
- the IB does not comply with rules and standards provided by Grant Agreement
- the IB does not comply with the provisions set out in the Implementing Body Contract;
- the IB does not comply with the procedure, rules and standards defined in the Project Guideline that shall be shared between the IB and the Beneficiaries to guarantee the best execution of the program;
- supervening ineligibility causes (excluding criteria);
- supervening causes not compliant with the declarations signed in the *Declaration of Honour*

10. Intellectual Property Rights

It is agreed that the ownership of the intellectual property rights in the results that the Implementing Body generate during the execution of the contract is retained by the Beneficiaries of the Project. This includes also the right of the Beneficiaries to access

results — on a royalty-free basis — for their own use; the obligation of the Implementing Body to transfer to the Beneficiaries the ownership of intellectual property generated by the Implementing Body during the execution of the contract, and the obligation of the Implementing Body to comply with all relevant rules and standards provided by Grant Agreement, Consortium Agreement and – in general – with EU regulatory framework applicable to the IB contract.

'Intellectual property' being understood in the meaning defined in Article 2 of the Convention establishing the World Intellectual Property Organisation, signed at Stockholm on 14 July 1967.

11. Applicable law and settlement of disputes

The Call for tender is governed by the applicable EU law, supplemented if necessary, by the law of Italy.

Any dispute or controversy arising from the interpretation, application or validity of the present Call for Tender shall be settled as far as possible amicably or by mediation (*Milan chamber of Arbitration*), in accordance with the applicable EU law, supplemented if necessary, by the law of Italy.

12. Privacy Statement

The *Coordinator* respects your privacy and takes seriously the protection of your personal information. The privacy policy on our website (www.uiv.it) describes how we collect and use your personal information through our website and related activities. By participating to the selection, you authorise to the collection and processing of your personal data, according to the European Regulation 679/2016. We collect your information in an effort to communicate with you about this selection. UIV recognizes that it must maintain and use your information responsibly.

13. Other information

For any doubts or questions, please contact the coordinator through the e-mail address EUAgripromotion@uiv.it within the 5th February, 2021. Answer will be provided in the shortest time possible, by answering to the same email address which sent the question.