

Title: Negotiated procedure for middle value contract for legal analysis and revision of standard contractual documents used in the field of information and communication technology (ICT).

Purpose: The purpose of the contract is provision of an updated version of the [General Terms and Conditions for Information Technology Contracts](#) (the GTC) used by the European Commission. The selected law firm will undertake a legal analysis of existing contractual documents and make proposal for a revised version of the GTCs. All services and documents under the contract will be provided in English.

Access to market: Participation in the procurement procedure will be open on equal terms to all natural and legal persons coming within the scope of the Treaties, as well as to international organisations. It will be also open to all natural and legal persons established in a third country which has a special agreement with the Union in the field of public procurement on the conditions laid down in that agreement.

Selection criteria:

Candidates must have the necessary legal, statutory, technical, professional, economic and financial capacity to execute the contract, and in particular:

- at least two members of the proposed team must be registered as fully qualified lawyers with one of the Belgian Bar Associations and entitled to independently give advice on Belgian law;
- Average annual turnover of the candidate of the last two financial years for which accounts have been closed above EUR 250 000;
- capacity to perform the contract with an experienced team of at least three lawyers with knowledge in English at least at C1 level¹, with adequate educational background (degree at least at level of Master of Laws) and expertise relevant to the tasks that they shall perform as follows:
 - ✓ at least 1 senior lawyer, having at least 5 years of relevant professional experience – practice in the area of ICT law after being registered as fully qualified lawyer with one of the Belgian Bar Associations;
 - ✓ at least 1 lawyer, having at least 3 years of relevant professional experience – practice in the area of ICT law after being registered as fully qualified lawyer with one of the Belgian Bar Associations;
 - ✓ at least 1 junior lawyer, having at least 2 years of relevant professional experience - practice in the area of ICT law after obtaining educational degree of Master of Laws.
- Candidates must prove experience in the field of drafting contractual documents in the field of ICT law (at least three projects/references having similar or higher/greater value, scope and complexity, completed in the last three years preceding the tender submission deadline).

¹ As defined by the Council of Europe's Common European Framework of Reference for Languages (CEFR) - <https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=090000168045bb52>

Estimated amount: EUR 140 000 (maximum). Tenders proposing a budget higher than EUR 140 000 will be excluded from evaluation.

Period of execution of the contract: Approximately 3 calendar months from its signature.

Estimated launch of the negotiated procedure: October 2018.

Contact information:

Economic operators interested in participating in this call for tenders may express their interest by writing to DIGIT-CONTRACTS-INFO-CENTRE@ec.europa.eu no later than **17:00 pm CEST/Brussels time on 24/10/2018**. It is strongly advised to verify that you fully comply with the access to market rules and selection criteria announced before contacting the Commission.

In the **message expressing your interest** please include:

- The full official name (including legal form), registered address and VAT number (or, if there is no VAT number, the registration number) of the economic operator;
- Contact details (name and position of the representative(s) and e-mail address(es)) to which the invitation to tender should be sent.

The expression of interest message should not include technical or financial elements of your future offer. Only candidates that will be subsequently directly invited by the Commission to submit tenders may participate in this procurement procedure.