



PROCUREMENT NOTICE

Assignment name: Locally contracted expert on assessment of the options for the upgrade of the Transport Observatory/ Database Information System (TODIS) and preparation of Technical Specifications

Reference number: **03/2024**

Section 1. Introductory information

1.1 Background information on the Permanent Secretariat of the Transport Community

The European Union - in accordance with Council Decision (EU) 2017/1937 - and the Republic of Albania, Bosnia and Herzegovina, the Republic of North Macedonia, Kosovo*, Montenegro and the Republic of Serbia ('the Contracting Parties') signed the Treaty establishing the Transport Community ('the TCT).

The aim of the TCT is the creation of a Transport Community in the field of road, rail, inland waterway and maritime transport as well as the development of the transport network between the European Union and the South East European Parties (hereinafter referred to as 'the Transport Community'). The Transport Community shall be based on the progressive integration of transport markets of the South East European Parties into the European Union transport market on the basis of the relevant acquis, including in the areas of technical standards, interoperability, safety, security, traffic management, social policy, public procurement and environment, for all modes of transport excluding air transport.

In order to implement the TCT provisions, art 28, **Transport Observatory/ Database Information System TODIS** became operational in December 2023 and serves as **the main information repository in relation with the TEN-T indicative extensions in the Western Balkans**, providing both **static and dynamic data** for the benefit of people and business in the region.

1.2 TCT Secretariat seeks to engage an expert to assess the options for the TODIS Upgrade, including cost estimation and contractual obligations followed by drafting the Technical Specifications for the chosen upgrade option in accordance with the Transport Community Secretariat's Procurement Guidelines.

1.3 Expected deliverables of the assignment are: as per Terms of Reference.

1.4 Tentative timeframe: the assignment is expected to be performed during September 2024 – November 2024.

Section 2. Language of the supporting documentation

2.1 Language of application: The supporting documentation shall be prepared in English.

* This designation is without prejudice to positions on status and is in line with UNSCR 1244 and the ICJ opinion on Kosovo Declaration of Independence.



Section 3. Submission of the supporting documentation

3.1 Interested candidates are invited to submit a proposal consisting of the following documentation:

- CVs of expert in all fields related to this tender;
- Statement of Commitment from the experts;
- A short methodology/proposal on how the assignment will be delivered;
- Legal Entity File - attached to this document;
- Financial offer (which shall specify a total sum amount in euros) in a separate document (not part of the CVs or Methodology);

3.2 The required documentation should be submitted in electronic format by e-mail to the following address: procurement@transport-community.org by 15 September 2024 at 17:00h CET. Late submissions will not be considered for evaluation. The application should contain in the e-mail title the following reference: Application for LCE 03/2024.

Section 4. Evaluation of offers

4.1 The offer will be evaluated against the required criteria as defined in the Terms of Reference.

4.2 The applicant securing the highest final ranking will be invited to negotiate the contract and the financial offer proposed by TCT Secretariat. If negotiations are successful, the selected applicant will be awarded the contract. Should the negotiations fail, the next ranked applicant will be invited to negotiations.

Section 5. Final Considerations

5.1 The payment will be done in one instalment following the submission and approval of the deliverables.

5.2 The following document is attached to this Procurement Notice: Terms of Reference

5.3 TCT Secretariat reserves the right to cancel this procurement procedure at any moment without any compensation to the applicants. The cost of preparing a proposal and negotiating a contract, including any related travel, cannot be reimbursed by TCT Secretariat under any circumstances nor can TCT Secretariat be held liable for it, regardless of the outcome of the procurement procedure.

5.4 Should you need any further clarifications with respect to this procurement notice, please send e-mail to procurement@transport-community.org , by 10 September 2024 (midnight), at the latest. TCT Secretariat will post the response, including an explanation of the query without identifying the source of inquiry, at its website (<https://www.transport-community.org/>) by 12 September 2024. Any request for clarification must be sent by standard electronic communication to the above e-mail address.