



General Procurement Notice

As of August 1st 2014,

- In order to ensure that the participation in a procedure for the award of a public contract does not cause any distortion of competition;
- In order to enforce the transparency and reliability of information;
- In order to comply with Directive 2004/18/EC of the European Parliament and of the Council of 31 March 2004 on the coordination of procedures for the award of public works contracts, public supply contracts and public service contracts;
- In order to comply with the national legislation about public contracts (*Codice degli appalti – Decreto legislativo 12 aprile 2006, n. 163*);

Under the threshold of 207.000 €, above which the European Directive 2004/18/EC should be applied, the Executive Secretariat of the Central European Initiative (hereinafter: CEI-ES) adopts the following procurement procedure.

The CEI-ES publishes on its website a call for the establishment of a list of economic operators and a call for the establishment of a list of experts, which remain always open.

Specific categories of goods and services or areas of expertise are defined for each call, with regard to the main fields of interest of the organisation.

Based on the lists, the CEI-ES will select the providers of goods and/or services, as well as the professional expertise required, according to the thresholds and related procedures mentioned here below.

The CEI-ES reserves the right to publish further calls for procurement during the year, according to specific needs that may arise.

Thresholds and related procedures concerning economic operators:

- 0 – 39.999,99 €: the service/purchase may be awarded with direct negotiation with one economic operator from the established list without further invitations;
- 40.000,00 – 206.999,99 €: inviting 5 proposals from the established lists (a communication via e-mail will be sent to those invited to participate in the tender)
- over 207.000,00 €: EU public procurement procedure/EU tendering procedure//European tender procedure applies (Directive 2004/18/EC)

General selection criteria:

The following (but not limited to) selection criteria will be adopted:

- individual experts: experience in the relevant field, communication and IT skills, knowledge of English and other CEI languages;
- service providers/suppliers: the responsible for the procurement procedure might opt between two criteria:
 - a. lowest offer;
 - b. most advantageous offer – mix of technical/quality assessment and financial assessment (rebate).

Trieste, 31st July 2014

Amb. Giovanni Caracciolo di Vietri
Secretary General