

# European Single Procurement Document (ESPD)

## Part I: Information concerning the procurement procedure and the contracting authority or contracting entity

### Information about publication

For procurement procedures in which a call for competition has been published in the Official Journal of the European Union, the information required under Part I will be automatically retrieved, provided that the electronic ESPD-service is used to generate and fill in the ESPD. Reference of the relevant notice published in the Official Journal of the European Union:

**Received notice number** 21-702196-001  
**Notice number in the OJS:** 2022/S 001-001089

In case publication of a notice in the Official Journal of the European Union is not required, please give other information allowing the procurement procedure to be unequivocally identified (e. g. reference of a publication at national level)

### OJS URL

### Identity of the procurer

<b>Official name:</b>	HELLENIC REPUBLIC ASSET DEVELOPMENT FUND
<b>VAT number, if applicable:</b>	997471299
<b>Website (if applicable):</b>	<a href="https://hradf.com/">https://hradf.com/</a>
<b>City:</b>	Athens
<b>Street and number:</b>	Karagiorgi Servias 6
<b>Postcode:</b>	10562
<b>Contact Person:</b>	Chrysoula Rallia
<b>Telephone:</b>	+30 210 3274400
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<b>E-mail:</b>	<a href="mailto:tender@hraf.gr">tender@hraf.gr</a>
<b>Country:</b>	GR

## Information about the procurement procedure

**Title:**

REQUEST FOR PROPOSALS TO ACT AS TECHNICAL CONSULTANT TO THE HELLENIC REPUBLIC ASSET DEVELOPMENT FUND FOR THE PROVISION OF TECHNICAL CONSULTANCY SERVICES FOR THE PROJECTS MANAGED BY THE HRADF PPF UNIT

**Short description:**

HRADF has created a new independent operational unit, the Project Preparation Facility (PPF), pursuant to art. 5B of Law 3986/2011 to accelerate the absorption of funds from the Recovery and Resilience Facility and to accelerate the maturation and implementation process of Projects of Strategic Importance. The purpose of the PPF unit is to mature, conduct the tender procedures, and monitor the performance stage for Projects of Strategic Importance, which are classified as part of the "Strategic Project Pipeline"(SPP). By virtue of Resolution of the competent Governmental Committee, 11, amongst others, Projects of Strategic Importance were included in the SPP, pursuant to which HRADF was designated as the body responsible for the maturation, the preparation and conduct of the tender procedures and monitoring of the performance of the contracts in relation to the above Projects. Therefore HRADF intends to hire two consultants for the technical support of the above 11 Projects.

**File reference number**

**attributed by the contracting authority or contracting entity (if applicable):**

## Part II: Information concerning the economic operator

### A: Information about the economic operator

**Name:**

**Street and number:**

**Postcode:**

**City:**

**Country:**

**Contact person or persons:**

**E-mail:**

**Telephone:**

**Fax:**

**VAT number, if applicable:**

**Website (if applicable):**

**Is the economic operator a Micro, a Small or a Medium-Sized Enterprise?**

Yes / No

**EO is a sheltered workshop**

Only in case the procurement is reserved: is the economic operator a sheltered workshop, a 'social business' or will it provide for the performance of the contract in the context of sheltered employment programmes?

**Your answer?**

Yes / No

**What is the corresponding percentage of disabled or disadvantaged workers?**

%

**If required, please specify which category or categories of disabled or disadvantaged workers the employees concerned belong to?**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**Reference/Code**

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**Issuer**

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### **EO registered in a PQS**

If applicable, is the economic operator registered on an official list of approved economic operators or does it have an equivalent certificate (e.g. under a national (pre)qualification system)?

**Your answer?**

Yes / No

**Please provide the name of the list or certificate and the relevant registration or certification number, if applicable**

-

**If the certificate of registration or certification is available electronically, please state where**

-

**Please state the references on which the registration or certification is based, and, where applicable, the classification obtained in the official list**

-

**Does the registration or certification cover all of the required selection criteria?**

Yes / No

**Will the economic operator be able to provide a certificate with regard to the payment of social security contributions and taxes or provide information enabling the contracting authority or contracting entity to obtaining it directly by accessing a national database in any Member State that is available free of charge?**

Yes / No

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**EO together with others**

Is the economic operator participating in the procurement procedure together with others?

**Your answer?**

Yes / No

**Please indicate the role of the economic operator in the group (leader, responsible for specific tasks...)**

-

**Please identify the other economic operators participating in the procurement procedure together**

-

**Where applicable, name of the participating group:**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

**Reference/Code**

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**Issuer**

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**Lots the EO tenders to**

Where applicable, indication of the lot(s) for which the economic operator wishes to tender:

**Your answer?**

-

**B: Information about representatives of the economic operator #1**

First name:

Last name:

Date of birth:

Place of birth:

Street and number:

Postcode:

City:

Country:

Telephone:

E-mail:

Position/Acting in the capacity of:

**C: Information about reliance on the capacities of other entities**

**Relied on entities**

Does the economic operator rely on the capacities of other entities in order to meet the selection criteria set out under Part IV and the criteria and rules (if any) set out under Part V below?

**Your answer?**

Yes / No

**Name of the entity**

-

**ID of the entity**

-

**Type of ID**

-

**CPV Codes:**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

**Reference/Code**

-

**Issuer**

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**D: Information concerning subcontractors on whose capacity the economic operator does not rely**

**Not relied on entities**

Does the economic operator intend to subcontract any share of the contract to third parties?

**Your answer?**

Yes / No

**Name of the entity**

-

**ID of the entity**

-

**Type of ID**

-

**CPV Codes:**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

**Reference/Code**

-

**Issuer**

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### **Part III: Exclusion grounds**

#### **A: Grounds relating to criminal convictions**

**Article 57(1) of Directive 2014/24/EU sets out the following reasons for exclusion**

##### **Participation in a criminal organisation**

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for participation in a criminal organisation, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 2 of Council Framework Decision 2008/841/JHA of 24 October 2008 on the fight against organised crime (OJ L 300, 11.11.2008, p. 42).

**Your answer?**

Yes / No

**Date of conviction**

..

**Reason**

-

**Who has been convicted**

-

**Length of the period of exclusion**

-

**Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))**

Yes / No

**Please describe them**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

**Reference/Code**

-

**Issuer**

-

## **Corruption**

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for corruption, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, OJ C 195, 25.6.1997, p. 1, and in Article 2(1) of Council Framework Decision 2003/568/JHA of 22 July 2003 on combating corruption in the private sector (OJ L 192, 31.7.2003, p. 54). This exclusion ground also includes corruption as defined in the national law of the contracting authority (contracting entity) or the economic operator.

**Your answer?**

Yes / No

**Date of conviction**

..

**Reason**

-

**Who has been convicted**

-

**Length of the period of exclusion**

-

**Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))**

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

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### Fraud

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for fraud, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? Within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests (OJ C 316, 27.11.1995, p. 48).

Your answer?

Yes / No

Date of conviction

..

Reason

-

Who has been convicted

-

Length of the period of exclusion

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No



**URL**

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**Reference/Code**

-

**Issuer**

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**Terrorist offences or offences linked to terrorist activities**

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for terrorist offences or offences linked to terrorist activities, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Articles 1 and 3 of Council Framework Decision of 13 June 2002 on combating terrorism (OJ L 164, 22.6.2002, p. 3). This exclusion ground also includes inciting or aiding or abetting or attempting to commit an offence, as referred to in Article 4 of that Framework Decision.

**Your answer?**

Yes / No

**Date of conviction**

..

**Reason**

-

**Who has been convicted**

-

**Length of the period of exclusion**

-

**Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))**

Yes / No

**Please describe them**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

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**Money laundering or terrorist financing**

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for money laundering or terrorist financing, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 1 of Directive 2005/60/EC of the European Parliament and of the Council of 26 October 2005 on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing (OJ L 309, 25.11.2005, p. 15).

**Your answer?**

Yes / No

**Date of conviction**

..

**Reason**

-

**Who has been convicted**

-

**Length of the period of exclusion**

-

**Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))**

Yes / No

**Please describe them**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

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**Issuer**

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### **Child labour and other forms of trafficking in human beings**

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for child labour and other forms of trafficking in human beings, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council of 5 April 2011 on preventing and combating trafficking in human beings and protecting its victims, and replacing Council Framework Decision 2002/629/JHA (OJ L 101, 15.4.2011, p. 1).

**Your answer?**

Yes / No

**Date of conviction**

..

**Reason**

-

**Who has been convicted**

-

**Length of the period of exclusion**

-

**Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))**

Yes / No

**Please describe them**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

**Reference/Code**

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**Issuer**

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**B: Grounds relating to the payment of taxes or social security contributions**

**Article 57(2) of Directive 2014/24/EU sets out the following reasons for exclusion  
Payment of taxes**

Has the economic operator breached its obligations relating to the payment of taxes, both in the country in which it is established and in Member State of the contracting authority or contracting entity if other than the country of establishment?

**Your answer?**

Yes / No

**Country or Member State concerned**

-

**Amount concerned**

**Has this breach of obligations been established by means other than a judicial or administrative decision?**

Yes / No

**Please describe which means were used**

-

**Has the economic operator fulfilled its obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including, where applicable, any interest accrued or fines?**

Yes / No

**Please describe them**

-

**If this breach of obligations was established through a judicial or administrative decision, was this decision final and binding?**

Yes / No

..

**In case of a conviction, insofar as established directly therein, the length of the period of exclusion**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

-

**Reference/Code**

-

**Issuer**

-

### **Payment of social security**

Has the economic operator breached its obligations relating to the payment social security contributions, both in the country in which it is established and in Member State of the contracting authority or contracting entity if other than the country of establishment?

**Your answer?**

Yes / No

**Country or Member State concerned**

-

**Amount concerned**

**Has this breach of obligations been established by means other than a judicial or administrative decision?**

Yes / No

**Please describe which means were used**

-

**Has the economic operator fulfilled its obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including, where applicable, any interest accrued or fines?**

Yes / No

**Please describe them**

-

**If this breach of obligations was established through a judicial or administrative decision, was this decision final and binding?**

Yes / No

..

**In case of a conviction, insofar as established directly therein, the length of the period of exclusion**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**Reference/Code**

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**Issuer**

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## Part IV: Selection criteria

### B: Economic and financial standing

Article 58(3) of Directive 2014/24/EU sets out the following selection criteria

#### Average yearly turnover

Its average yearly turnover for the number of years required in the relevant notice, the procurement documents or the ESPD is as follows:

##### Number of years

-

##### Average turnover

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

##### URL

-

##### Reference/Code

-

##### Issuer

-

### Professional risk indemnity insurance

The insured amount in its professional risk indemnity insurance is the following:

##### Amount

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

##### URL

-

##### Reference/Code

-

##### Issuer

-

### C: Technical and professional ability

The economic operator should only provide information where the selection criteria concerned have been required by the contracting authority or contracting entity in the relevant notice or in the procurement documents referred to in the notice.

For service contracts: performance of services of the specified type

For public service contracts only: During the reference period, the economic operator has provided the following main services of the type specified. Contracting authorities may require up to three years and allow experience dating from more than three years.

**Description**

-

**Amount**

**Start date - End date**

.. - ..

**Recipients**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**Reference/Code**

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**Issuer**

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**Educational and professional qualifications**

The following educational and professional qualifications are held by the service provider or the contractor itself, and/or (depending on the requirements set out in the relevant notice or the procurement documents) by its managerial staff.

**Please describe them**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**Reference/Code**

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**Issuer**

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**Subcontracting proportion**

The economic operator intends possibly to subcontract the following proportion (i.e. percentage) of the contract. Please note that if the economic operator has decided to subcontract a part of the contract and relies on the subcontractor's capacities to perform that part, then please fill in a separate ESPD for such subcontractors, see Part II, Section C above.

**Please specify**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**Reference/Code**

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**Issuer**

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**D: Quality assurance schemes and environmental management standards**

**Article 62(2) of Directive 2014/24/EU sets out the following selection criteria**

**Certificates by independent bodies about quality assurance standards**

Will the economic operator be able to produce certificates drawn up by independent bodies attesting that the economic operator complies with the required quality assurance standards, including accessibility for disabled persons?

**Your answer?**

Yes / No

**If not, please explain why and state which other means of proof can be provided:**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**Reference/Code**

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**Issuer**

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**Certificates by independent bodies about environmental management systems or standards**

Will the economic operator be able to produce certificates drawn up by independent bodies attesting that the economic operator complies with the required environmental management systems or standards?

**Your answer?**

Yes / No

**If not, please explain why and state which other means of proof can be provided:**

-

**Is this information available at no cost to the authorities from an EU Member State database?**

Yes / No

**URL**

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**Reference/Code**

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**Issuer**

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### Part VI: Concluding statements

The undersigned formally declare that the information stated under Parts II - V above is accurate and correct and that it has been set out in full awareness of the consequences of serious misrepresentation.

The undersigned formally declare to be able, upon request and without delay, to provide the certificates and other forms of documentary evidence referred to, except where:

a) The contracting authority or contracting entity has the possibility of obtaining the supporting documentation concerned directly by accessing a national database in any Member State that is available free of charge (on condition that the economic operator has provided the necessary information (web address, issuing authority or body, precise reference of the documentation) allowing the contracting authority or contracting entity to do so. Where required, this must be accompanied by the relevant consent to such access), or

b) As of 18 October 2018 at the latest (depending on the national implementation of the second subparagraph of Article 59(5) of Directive 2014/24/EU), the contracting authority or contracting entity already possesses the documentation concerned.

The undersigned formally consent to [identify the contracting authority or contracting entity as set out in Part I, Section A], gaining access to documents supporting the information, which has been provided in [identify the Part/Section/Point(s) concerned] of this European Single Procurement Document for the purposes of [identify the procurement procedure: (summary description, reference of publication in the Official Journal of the European Union, reference number)].

Date, place and, where required or necessary, signature(s):

Date

Place

Signature