
Public notice to acquire expressions of interest for participation in European projects in partnership with the Tuscany Region

Art. 1. Objectives of the notice

This notice implements the provisions of the Resolution of the Regional Council of Tuscany (DGR) no. 789 of 30/09/2013 “Indications for programming and operational coordination to improve access by the Tuscan regional system to the funds directly managed by the European Union (competitive calls)”.

As provided for by the resolution, the Tuscany Region is interested in activating public-private partnerships that are competitive in the European context in order to increase the participation of the regional system in the European programs directly managed by the European Commission, exercising a role of coordination and momentum to guarantee the maximization of the economic benefits in the region resulting from the activation of projects.

To this end it has mandated Sviluppo Toscana S.p.A. with the definition, through a public notice, of a short list of external subjects interested in establishing public-private partnerships coordinated by the Tuscany Region and finalized at participation in the calls that are part of the programs directly managed by the European Commission. The external subjects, which have specific expertise in the thematic priorities listed in Art. 2 below, will be called to collaborate with the Tuscany Region in order to develop specific projects and compete in the aforementioned European calls.

This notice therefore activates a public procedure exclusively aimed at acquiring expressions of interest by private, public or mixed public-private subjects and involves no right to establish collaborations with the Tuscany Region or with Sviluppo Toscana. This is not a public offering pursuant to Art. 1136 of the Italian Civil Code nor a mobilization of public savings pursuant to Art. 94 *et seq.* of Leg. Dec. no. 58/98.

The short list is meant to represent an open tool at the disposal of the Tuscany Region to ensure the quality, timeliness and cost-effectiveness of the procedures for identifying potential partners, while respecting the principles of transparency, proportionality, non-discrimination and equal treatment expressly required by the current legislation.

Art. 2. Thematic priorities

The thematic priorities addressed by the notice are identified as follows by the Regional Council’s Resolution no. 789/2013:

- a. Environmental resources: water, waste, reduction of the environmental impact of production activities, protection of the landscape
- b. Energy
- c. Transportation and sustainable integrated urban and regional development
- d. Youth employment
- e. Social innovation
- f. Social integration and inclusion of immigrants
- g. Projects for the development of products, processes and innovative techniques in agriculture
- h. Research and innovation, including in the areas of agriculture and health
- i. Cultural heritage
- j. Digital agenda

Art. 3. Areas of activity

For the establishment of potential public-private partnerships coordinated by the Tuscany Region to compete in calls that are part of programs directly managed by the European Commission, the recipients of the notice are asked to express their interest to be part of the aforementioned short list. The subjects included in the list may be called to collaborate on the realization of the following activities:

1. development of project ideas to be promoted in European calls of specific regional interest that fall under the thematic priorities indicated in Art. 2;
2. support in the preparation of the project proposal and the management of the partnership, including the phases of preparation of the proposal and scouting and establishing the partnership at the European level;
3. participation in the realization of the projects if they are approved and financed.

Art. 4. Eligibility requirements

Private legal entities, public legal entities, and joint ventures (joint public-private partnerships) may submit an expression of interest for a maximum of two of the thematic priorities indicated in Article 2.

Private legal entities must not be subject to receivership, special administration without continuation of activity, an arrangement with creditors, bankruptcy or liquidation (also voluntary), nor have been convicted of offenses in the previous 5 years or be subjected to judicial proceedings.

Associations and foundations that are not recognized by and registered with the Chamber of Commerce are excluded from this notice. Territorial authorities (regions, provinces, municipalities, chambers of commerce), including local ones (unions of municipalities and associations of local authorities) are also excluded.

For the purposes of the definition of the short list, a proven and multiple year experience of participation in European projects in at least one of the following activities is also an eligibility requirement:

- preparation of European projects, with particular reference to the thematic priorities identified in this notice;
- management and monitoring of European projects, with particular reference to their administrative and financial management;
- ability to manage international partnerships;
- realization of activities to communicate and disseminate the results of European projects, with specific skills for the organization and management of transnational events;
- significant contribution in terms of capacity or technical and/or professional experience in the realization of projects.

The requirements must be fulfilled on the date of submission of the expression of interest.

Art. 5. Procedures for submitting applications

The description of the application submission procedures is available on the website of Sviluppo Toscana S.p.A. at the address www.sviluppo.toscana.it/shortlist.

Registration for the short list must be carried out exclusively online (in Italian or English) using the platform of Sviluppo Toscana S.p.A. at the address

<https://sviluppo.toscana.it/shortlist/> from the day after the date of publication of the notice in the Official Bulletin of the Tuscany Region until 17.00 of 14/04/2014.

Registration must be performed by the legal representative of the proponent, who, at the end of the pre-registration procedure, will receive the “access keys” to the computer system for the effective completion of the application and completion of the procedure for registering on the short list.

In order to submit the application it is necessary to print the participation application file produced by the computer system once it has been completely filled out, sign it, scan it in PDF format and reload it onto the platform.

It is mandatory that Annex A, which reports the analytical description of the main activities performed in the thematic priorities for which inclusion on the short list is requested, be completed online in addition to the application.

The following documents must also be loaded onto the platform in PDF format:

- *Curriculum vitae* of a professional type or detailed brochure of the proponent (*required*);
- *Curricula vitae* of the experts who perform activities related to the expression of interest for the proponent, using the European format that can be downloaded from <http://www.europass.cedefop.europa.eu> (*optional*);
- Front/back scan of a valid identity document of the legal representative (*required*);
- Official document certifying the legal status of the proponent in PDF format, faithful to the original (*required*);
- Document issued by the competent National Authority certifying the registration of the proponent (VAT Identification Number) in PDF format, faithful to the original (*required when applicable*).

Art. 6. Investigation

The expressions of interest will be subjected to investigation by Sviluppo Toscana S.p.A. aimed at verifying possession of the eligibility requirements set out in Art. 4.

If it is necessary to ask the proponents to complete the data provided, including the rectification or integration of incomplete declarations, or for clarifications necessary for the purposes of the investigation itself, this information must be provided within 30 days from the data of receipt of the request.

The establishment of the short list referred to in this notice does not intend to implement any competitive procedure and does not provide for rankings, assignments of scores and/or other classifications of merit.

The outcome of the investigation will be communicated to the proponent by Sviluppo Toscana S.p.A.

Art. 7. Procedures for the definition and use of the short list

The *short list* will be approved by Sviluppo Toscana S.p.A.

The Directorates General of the Tuscany Region interested in the establishment of public-private partnerships may access the short list by selecting a subject competent in the thematic priority of specific interest. If multiple subjects possess the specific expertise required as part of the thematic priority of interest, the regional offices may ask the subjects to present a brief project proposal along with other elements that may be agreed upon between the parties.

The concerned Directorate General will identify the most appropriate proposal; this proposal

will be the base project for the activation of the subsequent project partnership.

The Tuscany Region, upon a specific and justified request, may make the short list available to concerned regional authorities and agencies.

Inclusion in the list does not involve any right to obtain a professional assignment from Sviluppo Toscana S.p.A.

Art. 8. Updating of the short list

The short list will be valid from the date of publication until 31/12/2014.

Within 31 January of each year, Sviluppo Toscana S.p.A. may update the short list with the inclusion or removal of subjects, at their request.

Registration on the short list is maintained as long as the subject undertakes, if asked by the Tuscany Region, to present a brief project proposal, as well as to participate in working meetings and thematic informational events aimed at the development of project ideas and the preparation of the project proposal upon explicit request by the Tuscany Region and/or Sviluppo Toscana S.p.A. A lack of response will lead to removal from the short list.

The short list will be published on the website of Sviluppo Toscana S.p.A.

Art. 9. Privacy policy

The personal data that Sviluppo Toscana S.p.A. and the Tuscany Region will hold as a result of this procedure will be processed in accordance with Leg. Dec. 196/2003. Under this legislation, this processing will be based on the principles of correctness, lawfulness and transparency and the protection of privacy as well as the rights of proponents.

The following information is provided pursuant to Leg. Dec. no. 196/2003 regarding the protection of persons and other subjects in relation to the processing of personal data:

- the data provided will be processed by Sviluppo Toscana S.p.A. for the purposes set out in this notice;
- the provision of the data is compulsory and any refusal to supply this data may result in a lack of inclusion on the short list;
- the data will be processed in accordance with Leg. Dec. 196/2003 and only the applicant's identifying data and the outcome of the eligibility stages will be disclosed, in the form of publication on the website of Sviluppo Toscana S.p.A.;
- the subject concerned can exercise its rights towards the data controller at any time, pursuant to Art. 7 of Leg. Dec. no. 196/2003.

The data controller is Sviluppo Toscana S.p.A. and the data supervisor is Mr. Orazio Figura, the Managing Director.

Art. 10. Person responsible for the administrative procedure

The person responsible for the procedure in question is Mr. Orazio Figura, the Managing Director of Sviluppo Toscana S.p.A., with offices in Via Cavour 39, 50129 Florence, Italy.

Please write to the e-mail address shortlist@sviluppo.toscana.it for information and any clarifications regarding this notice.

Orazio Figura – Managing Director of Sviluppo Toscana S.p.A.

**Expression of interest for participation in European projects in
partnership with the Tuscany Region**

APPLICATION FORM

Sviluppo Toscana S.p.A.

Via Cavour, 39

50129 Florence, Italy

Affidavits of recognition and certification, made pursuant to
Articles 45 and 46 of the Decree of the President of the Italian
Republic 445/00, with reference to the general and specific
requirements for registration on the short list

(The following information must be completed online. This attachment is a facsimile copy.)

The undersigned (*indicate name and surname*) _____

Born in: _____ Province: _____

On: ____/____/____ Tax code _____ Resident in _____

Address _____ Postcode _____

Country _____

in his/her capacity as legal representative of (*indicate institution or company name*) _____

_____ VAT Number _____

with registered office in _____

Address _____

Postcode _____ Province of _____

Country: _____

Tel. _____ Fax _____

e-mail _____

REQUESTS

To be able to participate in the public notice to acquire expressions of interest for participation in European projects in partnership with the Tuscany Region by presenting an application file that meets the specifications defined in Art. 5 of this notice.

To this end, in accordance with Articles 46 and 47 of the Decree of the President of the Italian Republic of 28 December 2000 no. 445, under his/her own responsibility and being fully aware and duly warned of the criminal liability arising from the issuance of false statements, the falsification of documents or the use of false documents granted on the basis of a false declaration, referred to by Arts. 75 and 76 of the same decree

EXPRESSES HIS/HER INTEREST

• in being placed on a short list from which to draw on the occasion of the European calls published in the years 2014 and 2015, of private and/or public subjects interested in the establishment of potential public-private partnerships coordinated by the Tuscany Region in the following priority thematic areas pursuant to Art. 2 of the public notice (*select a maximum of 2 thematic priorities – required field*):

- Environmental resources: water, waste, reduction of the environmental impact of production activities, protection of the landscape
- Energy
- Transportation and sustainable integrated urban and regional development
- Youth employment
- Social innovation
- Social integration and inclusion of immigrants
- Projects for the development of products, processes and innovative techniques in agriculture
- Research and innovation, including in the areas of agriculture and health
- Cultural heritage
- Digital agenda

• to commit to submitting a short project proposal (and any additional elements to be agreed upon) at the request of the Tuscany Region and/or Sviluppo Toscana S.p.A. and to participate in thematic informational events (Info Days and in-depth seminars) on specific European programs organized by the Tuscany Region and/or Sviluppo Toscana S.p.A.;

• to enter into a partnership with the Tuscany Region and undertake to carry out, based on the specific technical expertise declared, the following activities:

- development of project ideas to be promoted in European calls of specific regional interest in relation to the thematic priorities highlighted in this public notice;

- support in the preparation of the project proposal in accordance with the requirements of the European call identified, including the phases of preparation of the proposal and scouting and establishing the partnership at the European level;
 - participation in the working meetings aimed at the development of project ideas and the preparation of the proposal in accordance with the requirements of the European call identified.
- to commit to participating in the European project, if approved by the competent authorities, according to the partnership outline described in the project application submitted.

To this end

DECLARES

in the above capacity and pursuant to Articles 46 and 47 of the Decree of the President of the Italian Republic of 28 December 2000 no. 445, under his/her own responsibility and being fully aware and duly warned of the criminal liability arising from the issuance of false statements, the falsification of documents or use of false documents granted on the basis of a false declaration, referred to by Arts. 75 and 76 of the same decree:

- a) that the proponent fully and freely exercises its right, is not in a state of voluntary liquidation and is not subject to bankruptcy proceedings;
- b) that the proponent operates in compliance with the applicable standards on labor, accident prevention and environmental protection, with particular reference to social security obligations;
- c) that the proponent has no criminal convictions, with a sentence passed *res judicata*, for one or more offenses of participation in a criminal organization, corruption, fraud, or money laundering, as defined by the European acts cited in Art. 45, paragraph 1, of EC Directive 2004/18;
- d) that the information regarding the proponent is listed in Annex A to this document;
- e) that all of the information provided and data indicated in this request and in the annexes are true and correct;
- f) to have read the notice and to understand and accept its contents fully and unreservedly;
- g) that the turnover of the last three years, pursuant to Art. 41 of Leg. Dec. 163/2006 and subsequent amendments is (*required field for private subjects*):
 - Year _____ € _____
 - Year _____ € _____
 - Year _____ € _____

or: that it is impossible to submit the data regarding turnover for the last three years for the following reasons:

h) to not be subject to receivership, special administration without continuation of activity, an arrangement with creditors, bankruptcy or liquidation (also voluntary), nor to have been convicted of offenses in the previous 5 years or to be subjected to judicial proceedings (*for private legal entities*).

COMMITTS

to providing the additional information and documentation required for the remainder of the procedure.

AUTHORIZES

Sviluppo Toscana S.p.A.

- to perform all of the technical and administrative investigations it deems necessary;
- to process the personal data pursuant to Leg. Dec. 196/03 exclusively for the purposes set forth in the public notice.

ATTACHES

- Annex A reporting the analytical description of the main activities performed in the thematic priorities for which inclusion on the short list is requested (*required*);
- Front/back scan of a valid identity document of the legal representative included in PDF form (*required*);
- *Curriculum vitae* of a professional type or detailed brochure of the proponent in PDF format (*required*);
- *Curricula vitae* of the experts who perform activities related to the expression of interest for the proponent, using the European format that can be downloaded from <http://www.europass.cedefop.europa.eu> in PDF format (*optional*);
- Official document certifying the legal status of the proponent in PDF format, faithful to the original (*required*);
- Document issued by the competent National Authority certifying the registration of the proponent (VAT Identification Number) in PDF format, faithful to the original (*required when applicable*);
- Other documentation supplied (*optional*).

Place and date, _____ **Signature:** _____

ANNEX A

Analytical description of the main activities performed in the priority thematic areas for which inclusion on the short list is requested

(The following information must be completed online. This attachment is a facsimile copy.)

SECTION I - Proponent

(Required information)

Company name				Legal form	
VAT number			Tax code		
Address (street and no.)	Registered office				Prov.
	Residence for tax purposes				
	Administrative office				
	Headquarters				

Telephone	Registered office	
	Residence for tax purposes	
	Administrative office	
	Headquarters	

Date of constitution		Web address		e-mail/ certified e-mail	
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First and last name of the legal representative	
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Contact person for the application		Name:			
Tel.:		Fax:		e-mail:	

SECTION II – Analytical description of the main activities performed in the priority thematic areas identified by the Tuscany Region

(Required information)

Please fill in the following sections based on the thematic priorities selected in the application form *(about 4,000 characters without spaces for each section for a max. of 2 areas of intervention)*:

1. Environmental resources

*Analytical description of the main activities performed in the thematic area “**Environmental resources**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters*

2. Energy

*Analytical description of the main activities performed in the thematic area “**Energy**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters*

3. Transportation and sustainable integrated urban and regional development

*Analytical description of the main activities performed in the thematic area “**Transportation and sustainable integrated urban and regional development**” of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters*

4. Youth employment

*Analytical description of the main activities performed in the thematic area “**Youth employment**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters*

5. Social innovation

*Analytical description of the main activities performed in the thematic area “**Social innovation**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters*

6. Social integration and inclusion of immigrants

Analytical description of the main activities performed in the thematic area “**Social integration and inclusion of immigrants**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters

7. Projects for the development of products, processes and innovative techniques in agriculture

Analytical description of the main activities performed in the thematic area “**Projects for the development of products, processes and innovative techniques in agriculture**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters

8. Research and innovation, including in the areas of agriculture and health

Analytical description of the main activities performed in the thematic area “**Research and innovation, including in the areas of agriculture and health**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters

9. Cultural heritage

Analytical description of the main activities performed in the thematic area “**Cultural heritage**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters

10. Digital agenda

Analytical description of the main activities performed in the thematic area “**Digital agenda**” for which inclusion on the short list is requested, with particular attention to the European added value of the activities performed and the experience gained as part of previous European projects (specify the name of the European project, the funding program, role within the project, year of realization, allocated budget) – max. 4000 characters

SECTION III – Brief description of the skills and years of experience of the proponent

(Required information)

With reference to the eligibility requirements listed in Art. 4 of the public notice, please specify the proponent’s skills and years of experience by filling out each

section as follows (*approximately 4,000 characters without spaces for each section*):

Preparation of European projects, with particular reference to the thematic priorities identified in this notice	<i>(Brief description of the skills and years of experience - max. 4000 characters)</i>
Management and monitoring of European projects, with particular reference to their administrative and financial management	<i>(Brief description of the skills and years of experience - max. 4000 characters)</i>
Ability to manage international partnerships	<i>(Brief description of the skills and years of experience - max. 4000 characters)</i>
Realization of activities to communicate and disseminate the results of European projects, with specific skills for the organization and management of transnational events	<i>(Brief description of the skills and years of experience - max. 4000 characters)</i>
Significant contribution in terms of capacity or technical and/or professional experience in the realization of European projects	<i>(Brief description of the skills and years of experience - max. 4000 characters)</i>