



**ΚΑΠΕ
CRES** | CENTRE FOR RENEWABLE
ENERGY SOURCES AND SAVING



PROGRAMME OPERATOR

Date: 11/11/2020

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**CALL FOR EXPRESSION OF INTEREST
FOR THE ESTABLISHMENT OF
AN INDEPENDENT REVIEWERS REGISTRY
PROGRAMME OF EEA FM 2014-2021
(EUROPEAN ECONOMIC AREA FINANCIAL MECHANISM)
“GR-Energy”
Programme Area:
Renewable Energy, Energy Efficiency, Energy Security**

FINANCED BY:

- **EEA-EFTA STATES: ICELAND, LICHTENSTEIN, NORWAY UNDER THE FRAMEWORK OF THE EEA FINANCIAL MECHANISM FOR THE PERIOD 2014 -2021 (75%)**
- **THE PUBLIC INVESTMENT PROGRAMME OF THE HELLENIC REPUBLIC (25%)**

CRES, taking into consideration:

1. Article 90 of “Legislation Code for the Government and Government Bodies” ratified by article one of Presidential Decree (PD) 63/2005 (OGG 98/A/22.4.2005).
2. Provisions of P.D. of the C.R.E.S constitution 375/87, as amended and in force with Article 30 Law 3734/2009.



3. The Joint Ministerial Decision 2325/1989 (OGG A' 314/ 27.04.1989) "Regulation on the Operation of CRES".
4. Ministerial Decision no.63052/6028 (OGG Issue of Employees of special positions and Administrative bodies of Public bodies and the wider Public sector 490/2.7.2020) of the Minister of Environment and Energy Mr. K. Hatzidakis, on "Establishment of the Board of Directors of the Center for Renewable Sources and Energy Saving (C.R.E.S) ».
5. The law 4314/2014 on the "management, control and implementation of development interventions for the programming period 2014-2020" (OGG 265/A/23.12.2014), as amended and in force, particularly articles 11 και 12 appointing the Financial Audit Committee (EDEL) as the Audit Authority for the co-financed programmes of the EEA FM 2014-2021.
6. The law 4412/2016 (OGG 147/A/08.08.2106) "Procurement of Works, Supplies and Services (adapted to the Guidelines 2014/24/EE και 2014/25/EE)", as it applies.
7. The amendment 28876/SSSPE 498/2018(OGG B/938/16.03.2018) of the 23451/SSSPE493/24.02.2017 Ministerial Decision on "Procedures for the preparation, approval and implementation of technical assistance programmes, procedures for establishing and maintaining supplier lists for the assignment and implementation of technical assistance actions" (OJ B' 677), as amended and in force.
8. The replacement 137675/SSIS 1016, (OGG 5968/B/31.12.18) of the Ministerial Decision 10427/SSIS/1020/20.10.2016 (OGG B'3521) "Amendment and replacement of the Ministerial Decision 81986/SSIS712/31.07.2015 (OGG B'1822) on National expenditure eligibility rules for NSRF 2014-2020 programmes - Legal audits of public procurements of NSRF 2014-2020 co-financed projects by Managing Authorities and Intermediate Bodies - Appeal procedure on project evaluation results",
9. The Agreement of 14 October 2003 on the participation of the Czech Republic, the Republic of Estonia, the Republic of Cyprus, the Republic of Latvia, the Republic of Lithuania, the Republic of Hungary, the Republic of Malta, the Republic of Poland, the Republic of Slovenia and the Slovak Republic in the European Economic Area, in force since 1 May 2004.
10. Protocol 38c of the EEA Agreement which creates the EEA Financial Mechanism 2014-2021 through which donor countries shall contribute to the reduction of economic and social disparities in the European Economic Area (hereinafter "Protocol 38c").
11. Decision 5/2010/SC of 03-05-2016 of the Standing Committee of the EFTA States, establishing an EEA Financial Mechanism Committee, for the management of the EEA Financial Mechanism (EEA FM) 2014-2021.
12. The Memorandum of Understanding of 31.10.2017 for the implementation of the European Economic Area Financial Mechanism 2014-2021 between the Republic of Ireland, the Principality of Lichtenstein, the Kingdom of Norway and the Hellenic Republic (hereinafter "Memorandum of Understanding").
13. The Regulation of 23.09.2016 on the implementation of the European Economic Area (EEA) Financial Mechanism 2014-2021, as adopted by the Financial Mechanism Committee pursuant to article 10.5 of protocol 38c of the EEA Agreement (hereinafter "Regulation").
14. The guidelines that have been set out and adopted by the EEA Financial Mechanism Committee 2014-2021 as in force (hereinafter "Guidelines of the EEA FM Committee").
15. The law 4270/2014 (OGG 143/A/28.06/2014) on the "Principles of financial management and supervision (integration of guideline 2011/85/EE) - public accounting and other provisions", particularly Article 123.
16. The announcement of the Commission on the concept of State aid as referred to in Article 107 (1) of the Treaty on the Functioning of the European Union (2016 / C 262/01).



17. Regulation (EU) No 651/2014 of 17 June 2014 of the Commission declaring certain categories of aid compatible with the internal market pursuant to Articles 107 and 108 of the Treaty (“General Block Exemption Regulation”), as amended by Regulation (EU) 2017/1084 of the Commission.
18. Regulation (EU) 1407/2013 of 18 December 2013 of the Commission on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid.
19. The document of the Special State Aid Service of the National Coordination Authority with prot.nr. 92415/SSSA6282/28.08.2017 entitled: “Guidelines and Encouragement of Bodies Involved in Granting State Aid for Compliance with Procedures”.
20. The Programme Agreement of 26.06.2019 between the EEA FM Committee 2014-2021 and the Ministry of Economy & Development (hereinafter “Programme Agreement”).
21. The Joint Ministerial Decision on the Management and Control System for the implementation of the European Economic Area (EEA) Financial Mechanism (FM) 2014-2021 (OGG B 526/13249/19-02-2020) (hereinafter “Management and Control System”).
22. Ministerial Decision (OGG 974 – Decision 22869/21-3-2020) to co-finance the program, “Renewable Energy Sources, Energy Efficiency (GR-Energy)” with Program Operator the “Centre of Renewable energy Sources and Saving (CRES)”, with its resources of the “EEA 2014-2021” and Public Investments Program.
23. The decision of the Board of the C.R.E.S. received in the meeting No. 411 / 27.5.2020 on “Adoption of the” Management and Control System at the Level of the GR-Energy Program “by the Board of CRES and its Signing by the Legal Representative at the suggestion of the ERC in accordance with the institutional framework of the EEA FM 2014-2021”.
24. The decision of the Board of the C.R.E.S. received in the meeting No. 413 / 17.7.2020 on “Approval of the Open Invitation Documents of the GR-Energy Program of the Financial Mechanism of the European Economic Area (EEA XM) 2014-2021. Authorization of legal representative for the signing of the Call for Project Proposals (Greek and English version)”.
25. The Call for submission of Project Proposals to the Programme of the European Economic Area Financial Mechanism (EEA FMC) 2014-2021 to Potential Project Promoters with MIS Reference Number 3740 (Prop. No. 1097/CRES, 22/07/2020, online publication number 6Ξ8Ξ469HKM-4ΛΔ).
26. The Decision of the Board of CRES reached on the CRES p.n. 415/3-9-2020 meeting, topic of Agenda No 4 entitled: “Appointment of General Director & Assignment of responsibilities” (OPN: 9Y7Λ469HKM-ΨΔΓ).
27. The Amendment of the Open Call for the submission of Project Proposals to the European Economic Area Financial Mechanism (EEA FM) 2014-2021 Programme to potential Project Promoters with Call MIS Code 3740 (Pr.No. 1345/ CRES, 23/09/2020, OPN: ΨΧΞΠ469HKM-Ψ2Κ).

INVITES

specialized scientists, who possess the formal and substantive qualifications listed in **Annex B** of this document, to express their interest in the conclusion of private-law contracts for the following five (5) contractor positions:

Position Code	Position Title	Total Remuneration/
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		Evaluation (EUR)
EEA FM IND5	Five-member Independent Reviewer's Registry	300,00€+VAT

The deadline for submission of applications of expression of interest is on November 30, 2020 at 14:00.

The **Centre for Renewable Energy Sources and Saving**, hereinafter referred to as CRES, as Programme Operator of the EEA FM 2014-2021 (European Economic Area Financial Mechanism) Programme/ GR-Energy, Programme Area "Renewable Energy, Energy Efficiency, Energy Security", with a budget of €10.000.000, co-financed by the EEA-EFTA States (Iceland, Liechtenstein and Norway) by 75% (€7,500,000) and by the Hellenic Republic's Public Investment Programme by 25% (€2.500.000), is interested in establishing a **Registry of Independent Reviewers** to evaluate the proposals submitted by potential Project Promoters.

The Registry of Independent Reviewers will be composed of five (5) members and will contribute to the evaluation of Proposals under Stage B of the Open Call for submission of Project Proposals in the EEA FM 2014-2021 Programme to potential Project Promoters with Call MIS Code 3740 (Prop. No. 1097/CRES, 22/07/2020, Online Publication Number 6Ξ8Ξ469HKM-4ΛΔ) and the relevant 1st Amendment (Pr.No. 1345/ CRES, 23/09/2020, OPN: ΨΧΞΠ469HKM-Ψ2Κ).

The contract will be of limited duration: from the date of the signing of each Contract by the parties concerned until the completion of Stage B of the Evaluation of the above GR- Energy Call.

The subject matter of the contract is exclusively related to the needs of the EEA FM 2014-2021 GR-Energy Programme and does not cover fixed and lasting needs of CRES. The present Call for expressions of interest for the conclusion of a contract is not competitive and therefore the selection of a counterparty is in the nature of acceptance of a proposal rather than a "recruitment". CRES shall retain the right to terminate the contract throughout the duration of the contract if the counterparty does not execute the assigned task.

The total expense (remuneration) for the completion of the Independent Reviewer's Registry project, as described in the above table, corresponds to the tasks to be carried out by those selected from the signing of the "contract" until the completion of Stage B of the Evaluation of the above GR-Energy Call and depending on the number of Project Proposals they will evaluate.

For each, the total expense shall include any legitimate charge for any third party and the Greek State, as well as all taxes and statutory social security contributions of the person insured and the employer if required.

For more information on the submission of proposals and further clarifications, please contact the Information Officer of the Programme Operator, the Coordinator (Dr. Konstantinos Patlitzianas, tel. No. +302106603300).

This Call for expression of interest, of which Annexes A till E are an integral part, will be uploaded:

- a) To CRES's website (http://www.cres.gr/cres/index_uk.html)

General Director of CRES



Dr L. Pyrgiotis

Attachments:

Annex A: Description of the EEA-FM 2014-2020 Programme GR- Energy.

Annex B: Terms of Participation – Subject

Annex C: Application for Expression of Interest – Required supporting documents

Annex D: Procedure – Evaluation of Applications/ Proposals

Annex E: Conclusion of Contract - Employment

Annex F: Solemn Declaration for the members of the Independent Reviewer's Registry



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ANNEX A: DESCRIPTION OF THE EEA FM 2014-21 PROGRAMME GR-Energy

The European Economic Area Financial Mechanism (EEA FM) 2014-2021, Programme Area “Renewable Energy Sources, Energy Efficiency, Energy Security”, of total budget amounting to €10,000,000, is co-financed by EEA-EFTA countries (Donor States: Iceland, Liechtenstein and Norway) by 75% (€ 7,500,000) and the Hellenic Republic's Public Investment Programme by 25% (€ 2,500,000).

The Project proposals of the Programme should contribute to the overall objectives of the EEA FM 2014-2021, which are the following:

- to reduce economic and social disparities within the EEA,
- to strengthen bilateral relations between the Donor and the Beneficiary States.

The Programme contributes to the implementation of **demonstrative Renewable Energy Sources (RES) and Energy Efficiency (EE) projects** in Greece, as a pillar of green development, in the context of the country's European and national obligations. It also seeks to alleviate social and economic inequalities and to strengthen the bilateral cooperation of Member States in the field of RES and EE.

The objective of the “GR-Energy” Programme is “less carbon-intensive energy and increased security of supply” for Greece and will be achieved through the short and medium-term impact of the Programme results on stakeholders and target groups. The main outcome of the programme is “improved energy efficiency”. In particular, the “GR-Energy” projects will contribute to the reduction of CO₂ emissions, the reduction of energy consumption, the increase of renewable energy production, increase jobs and improve the dynamics of local communities. The proposals to be submitted should support innovative solutions for increasing RES production and EE interventions in public social infrastructure.

The Programme's ultimate goal is to promote and substantially contribute to the implementation of a balanced development framework that creates high added value and prospects for the local economy, while familiarising residents with sustainable development practices and improving their quality of life.

More information about the Programme on the Programme's webpage: http://eeares.cres.gr/eng/index_eng.htm



ANNEX B: TERMS OF PARTICIPATION – CONTRACT SUBJECT

B.1. General Terms of Participation

Interested parties should:

1. Be Greek citizens or citizens of the Member States of the European Union (EU). For citizens of the EU States an excellent knowledge of the Greek language is required, proved by a certificate from a competent Greek education authority.
2. Be in good health and have the physical competence required to perform the duties of the chosen position.
3. Not to have a contract of employment with any entity of the public or general public sector.
4. Be free of any impediment to the signing of the contract, either at the time of expiry of the deadline for submission of the application, or at the time of conclusion of the contract, i.e.:
 - (a) have not been convicted of a felony and any punishment for theft, embezzlement (common or service), fraud, extortion, forgery, lawyer's infidelity, corruption, oppression, infidelity in service, breach of duty, repeated slander, and any crime against sexual freedom or crime of economic exploitation of sexual life;
 - (b) not be liable for a criminal offense or a misdemeanor in the case of a crime, even if the offense has been time-barred (No 43, N.4139/2013);
 - (c) not have been deprived of their political rights for the duration of the deprivation of their rights on grounds of conviction.
 - (d) they must not be held in abeyance (full or partial) by subsidiary legal assistance (full or partial) in both situations.
 - (e) not have been fired from a public service or local government authorities OTA position or any other legal person of the public sector, by the imposition of the disciplinary penalty for the permanent termination or by the termination of the contract of employment for a significant reason, due to the employee's liability, if five years have elapsed from the dismissal.
5. Hold the required diplomas by the closing date for the submission of applications for expressions of interest, and the required certificates of recognition and equivalence where the qualifications have been obtained abroad.
6. Do not have or do not result in any indirect or direct involvement in the preparation of proposals under CRES's Open Call for the GR-Energy Programme.

B.2. Subject of Contract – Special Terms of Participation

Deliverables:

Deliverables consist of the submission of the Evaluation form of Stage B of the Open Call of CRES (related 25) for each Project to be undertaken in accordance with the rules of the Programme (Management and Control System for the implementation of the European Economic Area (EEA)



Financial Mechanism (FM) 2014-2021 (OGG B 526/13249/19-02-2020) and specialization of the Programme's System).

Duration of Contract

From the date counterparties will sign the contract until the completion of Stage B of the Evaluation of the GR-Energy Open Call (related 25) and depending on the number of Projects to be engaged in.

Contract value

The total contract value is set at **EUR 300,00 excluding VAT/ Proposal evaluated**. The total value shall include any legitimate charge for any third party and the Greek State, as well as all taxes and if required, the insurance contribution of the person insured and the employer.

Place of execution of project

The selected candidate shall execute the subject of the contract in Athens, at the premises indicated by CRES. His remuneration does not include travel or accommodation costs.

Special participation terms

Compulsory qualifications

The candidate should be entitled to the exclusion penalty if he/ she does not possess all the following minimum qualifications:

1. A Higher Education Degree from a Greek Educational Institute (University/Technological Educational Institute or equivalent title from a University / Polytechnic School abroad, legally recognized by the competent institution).
2. Excellent knowledge of English language.
3. Eight Years (8) of Professional Experience, acquired in the last decade (10), with a specialization in Energy Saving and Renewable Energy Sources.
4. Experience in evaluation. Documented experience in the evaluation of subsidized and other investments, experience in conducting relevant studies in all technologies related to Energy Saving and Renewable Energy Sources.

Desired qualifications (that will also be considered):

- Postgraduate / Doctorate Degree in related subjects.
- Training Certificate in subjects relevant to the evaluation.



ANNEX C: APPLICATION FOR EXPRESSION OF INTEREST – REQUIRED SUPPORTING DOCUMENTS

C1. Submission of Application for Expression of Interest

Interested parties are invited to submit an “APPLICATION OF EXPRESSION OF INTEREST” (based on the example at the end of this Annex C.3) and shall be available for a potential individual interview. The “APPLICATION FOR EXPRESSION OF INTEREST” with all required supporting documents attached to the application, as specified in Section C.2 below, shall be enclosed in a sealed envelope.

The deadline for the submission of applications is on November 30, 2020 and at 14.00 p.m.

Applications shall be composed in English language and should be written clearly, free from erasures, additions or corrections. Moreover, they should be **signed**. Deviations from the mandatory terms of the Call are in any case considered as elements of exclusion of the applications.

Applications may be submitted either in person or by a person authorized by the applicant, as long as the authorization is signed either by a public authority or by registered post, to CRES’s Secretariat:

Centre for Renewable Energy Sources and Savings (CRES), Department of Development Project Applications

19km Marathonos Avenue (Ground Floor), 190 09, Pikermi, Attica

Attention: Dr Konstantinos Patlitzianas (2106603300)

The exterior of the sealed application envelope shall clearly state the title of the application, the details of the applicant and the indication “DO NOT OPEN”:

**To: Centre for Renewable Energy Sources and Savings (CRES) –
Department of Development Project Applications**

APPLICATION FOR EXPRESSION OF INTEREST

of (Name, Surname, Taxpayer ID, Address, telephone no., email)

for the conclusion of a contract under the Project “FOR THE PARTICIPATION IN THE OPEN CALL FOR THE INDEPENDENT REVIEWERS REGISTRY FOR THE PROGRAMME EEA FM 2014 – 2021 (EUROPEAN ECONOMIC AREA FINANCIAL MECHANISM)/ “GR – Energy”
(EEA FM 2014-2020)

“DO NOT OPEN”

Replacement of the application or correction thereof or completion of any missing supporting documents shall be permitted only up to the final date and time of the submission of applications. The new application shall indicate on the external part of the sealed application envelope and on the



new form “APPLICATION FOR EXPRESSIONS OF INTEREST” in capital letters “**FOR REPLACEMENT**” or “**FOR COMPLETION**” respectively.

Only applications **submitted or sent and received** by CRES, under the candidate’s responsibility, shall be considered, not later than the above final date and time of submission of applications. Applications submitted or received by CRES after the deadline are overdue, will not be accepted by the relevant Evaluation Registry and will be not evaluated.

In the case of postal or courier dispatches, CRES shall not be liable for the time and content of the applications envelopes sent.

C2. Required Supporting Documents

Candidates attach to the “APPLICATION FOR EXPRESSION OF INTEREST” (based on the example at the end of this Annex C) and are entitled to the exclusion penalty, the following supporting documents:

- Detailed Curriculum Vitae.
- Application form for the Open Call for the Selection of the Independent Reviewers Registry
- Form for Expression of Interest
- Declaration of Law 1599/86 in which the candidate should state responsibly the following:
 - ✓ “The information I include in the Curriculum Vitae I submit is true”.
 - ✓ “I have not been convicted of an offense by an irrevocable court order”.
 - ✓ “I have not been convicted by an irrevocable court order of any of the offenses of theft, embezzlement, fraud, extortion, forgery, fraud and bribery”.
 - ✓ “I have not been convicted of an offense related to my professional conduct, such as unfaithfulness to service and breach of duty”.
 - ✓ “I undertake to provide a criminal record if requested by CRES”.
 - ✓ “I have no employment relationship with the Beneficiaries who will submit proposals. In addition, I have not been involved in any way in drafting a proposal or in taking measurements to be submitted. Hence, I am not a member of the Programme Operator and the Executive Selection Team”.
 - ✓ “I agree to the terms and training procedure of the Independent Reviewer’s Registry in accordance with the present call”.
- Declaration of Independent Evaluator on processing of personal data from CRES (ANNEX F).



C3. Examples

APPLICATION FORM FOR THE OPEN CALL FOR THE INDEPENDENT REVIEWERS REGISTRY

of CRES for the

EEA FM 2014-2021 (European Economic Area Financial Mechanism)
Programme / GR - Energy.

Date: .../.../....

Please register me to the Independent Reviewers Registry of your entity for the evaluation of Proposals for Promoter candidates for the EEA FM 2014-2021 (European Economic Area Financial Mechanism) Programme / GR - Energy.

SURNAME:		
NAME:		
FATHER'S NAME:		
DATE OF BIRTH:		
CURRENT EMPLOYMENT:		
APPLICANT'S ADDRESS		
Street:	No.:	
P.C.	City:	
Contact numbers:	Fax:	
Work:	E-mail:	
Mobile phone:		
Taxpayer ID:	Tax Office:	
ABILITY TO ISSUE AN INVOICE FOR SERVICES RENDERED	YES	NO

The Applicant.....

(signature)



FORM OF EXPRESSION OF INTEREST

ACADEMIC TITLES

HIGHER EDUCATION:

INSTITUTION:	
SCHOOL:	
DEGREE TITLE:	
YEARS OF STUDY:	YEAR DEGREE WAS OBTAINED:

POSTGRADUATE SPECIALIZATION:

INSTITUTION:	
SCHOOL:	
DEGREE TITLE:	
YEARS OF STUDY:	YEAR DEGREE WAS OBTAINED:

DOCTORAL THESIS:

INSTITUTION:	
SCHOOL:	
THESIS TITLE:	
YEARS OF STUDY:	YEAR TITLE WAS OBTAINED:

EXPERIENCE

1. PROFESSIONAL EXPERIENCE (chronologically):

PERIOD	ORGANISATION/POSITION/DEPARTMENT	JOB DESCRIPTION



2. EXPERIENCE IN EVALUATION OF PROPOSALS

PERIOD	ENTITY/PROGRAMME	DESCRIPTION OF OBJECTIVE

3. OTHER DATA

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SOLEMN DECLARATION

(article 8 Law 1599/1986)

The accuracy of the information provided by this statement may be confirmed with data held by other authorities (Article 8 par. 4 of Greek Law 1599/1986).

To ⁽¹⁾ :	Centre for Renewable Energy Sources and Saving (CRES)								
First Name:				Surname:					
Father's Name and Surname:									
Mother's Name and Surname:									
Date of Birth ⁽²⁾ :									
Place of Birth:									
ID or Passport Number:				Tel:					
Residence:			Street:			Nr:		PC:	
Fax:				E-mail:					

On my own responsibility and being fully aware of the sanction ⁽³⁾ stipulated by article 22 par. 6 of Greek Law 1599/1986, I hereby declare that:

.....

.....

.....

.....

.....

.....

(4)

Date:../../2020

The undersigned:

(Signature)

(1) To be indicated by the citizen concerned or by the public sector authority or agency to which the application is addressed.

(2) To be written in full.



(3) "Anyone that knowingly declares false facts to be true or denies or conceals true facts by virtue of a written statement under article 8, may be sentenced to imprisonment for at least three months. If the same person intended to obtain benefit for himself/herself or for another person to the detriment of a third party, or if said person intended to harm a third party, s/he may be sentenced up to ten years imprisonment».

(4) In case of insufficient space, the declaration shall be continued at the back and shall be signed by the undersigned.



ANNEX D: PROCEDURE – EVALUATION OF APPLICATIONS/ PROPOSALS

D1. Evaluation Criteria

Grading and ranking of candidates is determined by the following criteria:

No.	Qualification – Evaluation Criterion	Grading Units
1	Required academic titles	YES/NO
2	Minimum (8 years) required relevant experience	YES/NO
3	Excellent knowledge of English language	YES/NO
4	Additional required relevant experience	max. 200
5	Additional qualifications related to the subject of the Programme (related postgraduate qualifications, others)	max. 400
6	Interview	max. 400
TOTAL:		max. 1.000

The grading of the additional/by preference required relevant experience and the additional qualifications is differentiated by position.

Clarifications:

1. The qualifications or qualities indicated by the applicant should exist by the deadline for the submission of applications.
2. A submitted proposal that does not meet the minimum required qualifications (i.e. criteria with a YES/NO grading) of the call is not graded and is rejected. Incomplete applications will not be considered.
3. Qualifications mentioned either in the proposal application or in the curriculum vitae that are not documented by submitting the relevant supporting documents, will not be taken into account and will not be graded for the final ranking of the candidates.
4. In the case of submission of a qualification for the certification of an estimated qualification, issued by institutions abroad and not accompanied by the necessary evidence of equivalence, the application of the interested party shall not be rejected but the qualification concerned shall not be graded.
5. A Master's degree shall be considered to be covered if the candidate only possesses a relevant doctoral degree.
6. As graded experience will be considered the employment relationship or employment contract in the public or private sector or the professional license for tasks or projects related to the requested



experience. On top of the type and length of the specialized experience defined in the call as a required formal qualification, the applicant's additional experience shall also be graded for the remaining period, where appropriate, and up to the maximum number of months, of additional experience of the criterion to be assessed.

7. The experience indicated by the applicant may cover several criteria at the same time (e.g. experience criterion in European projects **and** work experience criterion in relevant employment position). In this case, the time of experience can be measured **in each** criterion.

8. Calculation of experience:

- The period of experience is calculated after obtaining the basic qualification required by the call.
- The period of experience indicated by each applicant should be in accordance with the period resulting from the certificate of the insurer concerned.
- For persons insured by Social Insurance Institution IKA (EFKA), the months of experience are calculated by dividing the total number of days of insurance completed by (25).
- For persons insured by insurance funds other than IKA, e.g. OAEF fund when the months of experience are not clearly indicated by the relevant certificates, the days of the total period of experience shall be converted into months by dividing by 30 and taking the full part of the number obtained.
- It should be emphasized that, where the call seeks expertise, for both employees and for self-employed professionals, the evidence provided must show the specific experience and the duration of the specialist experience as appropriate.

9. If an applicant gathers less than 150 units at the interview stage, he/ she is excluded, and his/her application is rejected.

10. From the applications/proposals submitted on time and correctly as suggested, shall be selected the one considered as most appropriate and a contract shall be concluded with those selected on a basis of contractual freedom.

D2. Evaluation of Proposals

The evaluation of candidates' applications shall be conducted under the responsibility of CRES. The evaluation of candidate Evaluators shall be carried out by three-member (3) Task Force/ Management Committee of the Independent Reviewer's Registry, which shall advise the General Director, who shall reveal the final results.

The Task Force/Committee will proceed with the review of completeness of the applications and supporting documents submitted and will draw up a list of candidates who will fulfill the conditions for participation in the call and will be accepted in the evaluation procedure to be followed. The Commission will then assess the applicants' required and additional qualifications and rate them.



Candidates may be invited by the Committee for an interview in order to provide explanations-clarifications on the submitted evidence and qualifications. The potential interview will aim to investigate additional evidence.

The Committee will then draw up a “final table of the candidate’s ranking” where each position will be presented in order of priority, based on the overall score (sum of grade from the “ table of qualifications ranking” and potential interview - if necessary).

Finally, the Committee shall draw up an evaluation report on this subject, giving full, specific and detailed reasons for the ranking of candidates for the position.

Among candidates with the same grade, the candidate who has more units in the experience criteria will precede and, if these coincide, the degree of the basic qualification is then considered. If all the criteria have been exhausted without it being possible to determine a ranking between candidates, the order between them shall be determined by public drawing-up, by informing the candidates with the same grading, which shall be carried out before the final tables are drawn up.

D3. Posting of Results - Appeals

The results of the evaluation are available on the Programme’s website (http://eeares.cres.gr/eng/index_eng.htm). Regarding the results (decision of acceptance of results) candidates have a deadline to submit appeals directly to CRES within an exclusive period of five (5) working days from the day following the date the decision of acceptance of results is posted on CRES’s website (http://www.cres.gr/cres/index_uk.html). Appeals submitted after the expiry of the above deadline shall be rejected as overdue and shall not be considered, irrespective of the reason for the late submission. The appeal may be raised on grounds relating to the lawfulness of the procedures and not for the effective assessment of the Task Force/Management Committee of the Independent Reviewer’s Registry.

The appeal shall be conducted either in person or by an authorized person, or dispatched by post or courier, directly to CRES, which shall, however, be received on the objector’s responsibility within the same five working days (5). If the day on which the deadline expires is a bank holiday, the deadline shall be carried forward to the next working day. Late appeals shall be disregarded and shall not be considered.

The external part of the objection dossier should clearly indicate the following:

APPEAL

of (Name, Surname, Taxpayer ID, Address, telephone no., email)

for the conclusion of a contract under the Project “FOR THE PARTICIPATION IN THE OPEN CALL FOR THE INDEPENDENT REVIEWERS REGISTRY FOR THE PROGRAMME EEA FM 2014 – 2021 (EUROPEAN ECONOMIC AREA FINANCIAL MECHANISM)/ “GR – Energy”

(EEA FM 2014-2020)



Appeals will be reviewed within 5 days by the appointed Appeals Committee.

Candidates shall have the right to access their documents and those of the other candidates, on written request and subject to the conditions laid down in Article 5 of the N. 2690/1999 (FEK A 45/9.3.1999), within 5 calendar days of the day following the day on which the results are published and subject to compliance with the VAT provisions. C/EX/4163-1/6.7.2012 document of the Personal Data Protection Authority.

D4. Data collection and processing

The Center for Renewable Energy Sources and Saving shall collect and process personal data relating to the applicants and included in the applications and supporting documents submitted or derived therefrom solely for the purpose of selecting the applicant for the vacancy and supporting the procedures.

ANNEX E: CONCLUSION OF CONTRACTS – EMPLOYMENT

The Centre for Renewable Energy Sources and Saving (CRES) will conclude a contract with selected candidates who will be invited to sign a contract, at a specified location and within a specified deadline.



Before signing the contract, the selected candidate shall provide CRES a copy of his/her criminal record and a certificate of commencement of business and any changes thereto.

In case the successful candidate does not appear within the time limit for the signing of the contract or fails to provide the necessary documents or waives his or her right in writing, the next ranked candidate shall be invited to sign a contract.

The contract will be of limited duration: from the date of signing the contract by the counterparties until the end of Stage B of the Evaluation of the above GR-Energy call.

Please note that within the scope and capabilities of the GR-Energy Programme it is possible to extend the duration of the contract and/or extend its physical or economic subject.

The subject matter of the contract is exclusively related to the needs of the EEA FM 2014-2020 Programme GR- Energy and does not cover the fixed and lasting needs of CRES. The present call procedure for expression of interest for the conclusion of contract is not competitive and therefore the selection of counterparties is in the nature of acceptance of a proposal rather than a "recruitment".

In case a counterparty is not performing its tasks properly in accordance with the terms of the call or the contract, CRES may claim the termination of the contract without any penalty, and proceed to a replacement with the next candidate according to the ranking, without further procedure, or proceed to a new selection procedure. Respectively, the counterparty that withdraws before the end of the contract shall be replaced. The result of the project belongs to CRES.

Finally, in the event that for any reason the funding provided for the GR-Energy Programme of the EEA FM 2014-21 is interrupted, CRES reserves the right to terminate the contract by means of a declaration of interruption and without any penalty.

The following conditions shall apply to the employment of the selected candidate:

- The selected candidate will be required to cooperate with the members of the GR-Energy Team, in particular the Programme Officer and the Coordinator.
- For the piece of work the candidate undertakes to perform, as described in this call for expression of interest, he/she shall submit the specified Deliverables. The Programme Coordinator shall follow, monitor and certify - either in full or in part - the qualitative and quantitative work implementation of the members of the Independent Reviewer's Registry, and recommend to the Programme Manager the qualitative and quantitative reception of the project.
- The agreed remuneration may also be paid in installments, depending on the progress of implementation and the delivery in installments of the Project, subject to the cash balance availability of the Project, following the certification and a mandate from the Project Monitoring Officer and the presentation of all supporting documents necessary for the payment.





ANNEX F: SOLEMN DECLARATION FOR THE MEMBERS OF THE INDEPENDENT REVIEWERS REGISTRY

SOLEMN DECLARATION (ARTICLE 8 Law 1599/1986)

A. PROCESSING OF PERSONAL DATA CLAUSE.

B. CONFIDENTIALITY - DISCRETION AND INDEPENDENCE CLAUSE.

C. WAIVER OF COMPENSATION FOR TRAVEL AND ACCOMODATION EXPENSES CLAUSE.

To ⁽¹⁾ :									
First Name:				Surname:					
Father's Name and Surname:									
Mother's Name and Surname:									
Date of Birth ⁽²⁾ :									
Place of Birth:									
ID or Passport Number:				Tel:					
Residence:			Street:			Nr:		PC:	
Fax:				E-mail:					

On my own responsibility and being fully aware of the sanctions ⁽³⁾ stipulated by article 22 par. 6 of Greek Law 1599/1986, I hereby declare that:



A. PROCESSING OF PERSONAL DATA CLAUSE:

I have been informed by the Processor (**CRES**) and I specifically and freely consent to the collection, retention on (electronic or non-electronic) record and processing of my personal data by **CRES**, according to the provisions of EU Regulation 2016/679, as stated in the **Application for Participation to CRES's Call for the establishment of the Independent Reviewer's Registry** with the aim to contribute to the evaluation of proposals for inclusion in the EEA FM Programme 2014-2021 (European Economic Area Financial Mechanism)/GR Energy, to which I submitted an Application and exclusively for the purposes of the evaluation and for which CRES will be the receiver of my personal data and will be processed by **CRES** for this purpose.

The information I referred to and submitted in the documents is correct, complete and true, and I have been informed of my obligation to inform **CRES** in good time of any change in my data.

I have been informed that according to the Regulation (EU) 2016/ 679 I have the following rights:

1.Right of access:

The data subject shall have the right to obtain from the processor a confirmation of whether or not the his/ her personal data are being processed and, if so, the right of access to personal data and the following information: (a) the purposes of processing; (b) the relevant categories of personal data; (c) the recipients or categories of recipients to whom personal data have been or are to be disclosed, in particular the recipients in third countries or international organizations; (d) where possible, the period for which personal data will be stored or, where this is impossible, the criteria determining the period; (e) the existence of a right to request the controller for a correction or a deletion of personal data or the restriction to process personal data relating to the data subject or right to object to such processing; (f) the right to lodge a complaint to a supervisory authority; (g) when personal data are not collected by the data subject, any available information on their origin; (h) the existence of automated decision-making, including profiling, and, at least where such cases are carried out, important information on the logic followed, as well as the significance and foreseeable consequences of such processing for the data subject.

2. Right of correction:

The data subject shall have the right to demand from the Processor without undue delay to correct his/ her inaccurate personal data.

3. Right of cancelation:

The data subject shall have the right to request from the Processor the deletion of his/ her personal data him or her without undue delay and the Processor shall delete personal data without undue delay if one of the following reasons applies: (a) personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed; (b) personal data have been processed illegally; (c) personal data should be deleted in order to comply with a legal obligation under national or Union law.



4. Right to restrict processing:

The data subject shall have the right to ensure that the Processor is able to restrict processing where one of the following applies: (a) the accuracy of personal data is contested by the data subject for a period of time allowing the Processor to verify the accuracy of personal data; (b) the processing is illegal and the data subject is opposed to the deletion of personal data and requests instead the restriction of their use; (c) the Processor no longer needs personal data for the purposes of processing, but these data are required by the data subject for the establishment, the exercise or support of legal claims.

5. Right to data portability:

The data subject shall have the right to receive his/ her personal data which he or she has provided to the Processor in a structured, commonly used and machine readable format and the right to transmit such data to another Processor, without objection by the Processor. In exercising the right to data portability, the data subject shall have the right to request the direct transfer of personal data from one Processor to another if that is technically possible. The right to data portability shall be exercised without prejudice to right to erasure. This right shall not apply to necessary processing for the performance of a task executed towards the public interest or in the exercise of public authority delegated to the Processor.

6. Right to complain to the Hellenic Data Protection Authority (HDP):

Without prejudice to any other administrative or judicial proceedings, any data subject shall have the right to lodge a complaint to HDP if he/she considers that the processing of his/ her personal data infringes Regulation (EU) 2016/679.

CRES: Person responsible Mrs. K. Bechraki, Head of Human Resources Department, Tel.: +30 210 6603224.

CRES shall keep in its Archives my personal data for the strictly necessary time, as indicated by the above Programme, within the framework of its control procedures and the only recipients thereof may be the competent control bodies and the legal recipients, according to the applicable legal and regulatory framework.

B. CONFIDENTIALITY - DISCRETION CLAUSE AND ABSENCE OF CONFLICT OF INTEREST:

(a) I undertake to receive all necessary measures for the protection of the confidential and protected nature of the information received.

(b) I shall not in any way reproduce all or part of the above mentioned information, disclose to any third party, or make use in any way, any information or data relating to the activities of **CRES**, the assignments, scientific knowledge and results of administrative and financial methods and practices, financial data, customer lists, policy, and **CRES** cases, or any of its clients, personal data of third parties, clients of the Centre; protected by



Law 2472/1997 on Protection of Personal Data, which came to my knowledge in my capacity as evaluator or otherwise, and I shall make every effort to prevent such information from being retained by third parties.

(c) At the end of my employment at **CRES**, for any reason, I shall immediately return to the latter, without any need for nuisance or other action from its side, any correspondence, documents, memos, notes, records, records, specifications, documents and any other objects belonging to **CRES**, which may be in my possession or under my control, together with any copies of the above.

(d) I shall keep confidential the information provided to me on a confidential basis for the entire period of time that I have access to them/ it.

(e) I accept in the context of the principles of confidentiality and independence and confirm my non-participation in any way in the preparation and implementation of the proposals to be approved under the EEA FM 2014-2021 (European Economic Area Financial Mechanism) Programme /GR Energy and declare that there is no incompatibility of my status as evaluator and there is no issue of conflict of interest with the interests of potential final beneficiaries, whose applications I may be asked to check in my capacity.

C. COMPENSATION OF TRAVEL AND ACCOMODATION EXPENSES CLAUSE:

I accept that my transport costs to and from the premises where the evaluation process of the EEA FM 2014-2021 (European Economic Area Financial Mechanism) Programme/ GR Energy is conducted, as well as my accomodation costs, will be borne exclusively by me, waiving any claim for compensation from the Centre for Renewable Sources and Savings energy (CRES).

This Declaration was drawn up in duplicate (2) and CRES and the undersigned received one (1) original.

THE DECLARANT

Date:

Signature: