



EUROPEAN MEDICINES AGENCY  
SCIENCE MEDICINES HEALTH

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EMA/215198/2017  
European Medicines Agency  
Stakeholders and Communication

## Ex ante publicity of a negotiated procedure

EMA/2017/12/COM – Financial information on companies and legal entities

- The European Medicines Agency (hereinafter referred to as “the Agency” or “EMA”) intends to procure a service provision for financial information on companies and legal entities for the period of 4 years (1+1+1+1).

The scope of this contract shall be:

To assist the Agency with its evaluation of economic and financial capacity of an economic operator participating in its procurement procedures for

A negotiated tender with a maximum indicative budget of € 60,000 is planned to be launched in May 2017 and the contract awarded will be for 4 years.

Interested economic operators meeting the minimum technical requirements and the criteria below may express their interest by sending an e-mail to: [contracts@ema.europa.eu](mailto:contracts@ema.europa.eu) together with the name, address and business details before 12 noon UK time on 27 April 2017.

The following minimum technical requirements shall apply to this framework contract:

- Compliance with applicable environmental, social and labour law obligations established by Union law, national legislation, collective agreements or the international environmental, social and labour conventions listed in Annex X to Directive 2014/24/EU;
- The web based service should cover the acquisition of detailed information on companies worldwide and across all economic sectors worldwide. It should include, as minimum, the following information:
  - Company name
  - Complete address – registered and physical
  - Street name
  - Number
  - Postal code
  - City/municipality



- Country
- Region
- Legal form
- National ID number
- VAT number
- Type of business according to Standard Industrial Code (SIC and NACE and/or other)
- Number of employees
- Balance sheets
- Financial information – Key financial ratios including profitability and debt ratios (3years back)
- Full profit and loss accounts
- Last update of the data in the report
- Whether the company is active. If not, the reason why trading has ceased and the end date.
- Start date of the company
- Original documents filed by companies
- Details of directors/senior managers
- Shareholders and stakes: controlling shareholders, % shares, direct and indirect ownership
- Corporate structure
- Connections with other companies
- The Agency will require up to 15 identifiable user accounts protected by user name and password.
- Rating: Since many users at the Agency search information on the financial viability of companies in the scope of upcoming contracts, the indication of financial strength is a mandatory element of the information
- Update frequency: The information source should be updated on a daily basis. The system must indicate the date on which the information relating to each company was last updated.
- User interface and search facilities: The information should be presented in a user-friendly format. The possibility to conduct complex searches on the information is essential. The search interface should allow searching on a combination of any of the following criteria:
  - Company name
  - Complete address
  - Street name and number
  - Postal code
  - City/municipality

- Country
- Region
- National company registration number
- VAT number

The system must allow downloading, saving and printing the result of searches in different formats such as PDF, Excel for further processing of financial data. The search facilities and printouts should be in English.

- Method of access: The information must be accessible via the internet using individual user name and password by each user. Offers must indicate any IT requirement (in terms of software, hardware or telecommunication means) necessary for the Agency to access the information.
- Reporting: The application should allow downloading detailed usage reports. The content and format of these reports will be determined in light of the pricing structure of the contract. They shall include at least the number of searches, downloads and details about the nature of those searches.
- Services: The price must include a helpdesk facility, which should be available to the system's users during the normal London office hours (Monday to Friday, from 8h30 to 18h30).

Interested economic operators should comply, at least, with the following criteria:

- All tenderers must have authorisation to perform the contract under national law.
- Tenderers must be in a stable financial position and have the economic and financial capacity to perform the contract.
- Relevant previous experience of the tenderer in the provision of services in the fields covered by this procurement procedure: the tenderer must have handled three contracts of at least similar size and nature within the last three years.

This publication does not constitute any obligation on the part of the Agency to invite any economic operator having expressed its interest to tender. Only the candidates invited to tender by the Agency will be admissible. Registering interest to receive an invitation to tender in a negotiated procedure of this type does not create any legal right or legitimate expectation on the part of any economic operator.