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MOTORWAYS
of the SEA / MEDA-MoS

CALL FOR PILOT PROJECTS
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1. INTRODUCTION

1.1. MEDA–MoS: A EuroMed Transport initiative

This document is a call for pilot projects for Motorways of the Sea (MoS) in the MEDA region. It has been prepared by the experts in charge of the technical assistance financed by the EuropeAid contract 121468/C/SV/Multi.

It is the result of two Working Groups, held in June 2007, gathering stakeholders from MEDA countries, experts and representatives of the EU Commission, aiming at defining Motorways of the Sea's Prerequisites for the MEDA region.

This call for pilot projects is published in French for West Med countries and in English for East Med countries, on the same basis and with the same time schedule.

It is intended to be widely circulated among MEDA transport stakeholders as pilot projects should be market oriented and MoS services should be developed in a favourable operational and institutional environment.

1.2. Background

The connection between the TEN-T network and MEDA countries through the enhancement of maritime intermodal services were notably underlined in **the EuroMed Transport Blue Paper** by the introduction of the Motorways of the Sea concept.

A **High Level Group** (HLG) of experts nominated by all Transport Ministers has assisted in the revision of network by formulating a range of recommendations.

The Group emphasized the importance of on going projects aiming at connecting regions neighbouring the EU. It identified cross cutting priorities to ensure environmental sustainability of the projects and the integration of safety and security measures. Eventually, it highlighted the constraint of funding and the necessity to find innovative financing solutions mixing public and private funds.

These statements and recommendations including the MoS and country MoS ports were formally adopted by the Ministerial Conference held in Marrakech in December 2005. The Regional Transport Action Plan (RTAP) 2007 – 2012 for the Mediterranean has included MoS in the list of actions also related to other actions. More specifically, the MoS projects are referred to in the RTAP as follows:

Short term implementation (by 2009 in RTAP):

MoS Pilot projects / **Action N° 21**: Mediterranean Countries are invited to facilitate, to the extent possible and, where relevant, the successful implementation of the first two pilot projects in 2008 2009.

Port efficiency:

- **Action N°4**: Mediterranean Countries are encouraged to elaborate national measures for the reduction of dwell times in container terminals with the support of the EuroMed Motorways of the Sea (MoS) project. These measures should be used by each port management Authority as a basis for their annual business plan.

- **Action N°5**: The EuroMed MoS project should provide technical support in the implementation of the recommendations of the IMO-FAL Convention for the standardization of reporting formalities for ships arrivals and/or departures from ports so that documentation can be accepted equivalently in all Regional Ports.

Medium term implementation (by 2013 in RTAP):

MoS Projects / **Action N° 21**: Mediterranean Countries are invited to take into account the MoS Pilot Project approach and replicate their best practices in future MoS projects to be installed in 2010-2013.

The objective of strengthening transport cooperation with neighbouring countries was emphasised again in January 2007 within the framework of the **European Neighbourhood Policy (ENP)**.

These pillars of the European Transport policy are all focusing on the necessity to improve the main infrastructures for international transport and are highlighting a series of soft measures to ensure efficiency, simplify procedures and cut the red tape.

The “Motorways of the Sea” project (MEDA-MoS), financed by the EU commission, fits with these recommendations. It started in the first quarter 2006 and aims at defining two MoS pilot projects (min) for respectively:

- The West Med area
- The East Med area.

1.3. Pilot Projects: why?

1.3.1. Motorways of the Sea (MoS)

A MoS is defined as a high quality, frequent door to door intermodal service relying on maritime transport for the main haul. Its objectives is modal shift or cohesion by concentration of flows of freight on sea based routes by improving existing maritime links or establishing new viable, regular and frequent maritime links for the transport of goods.

To achieve these goals, several MoS projects are on progress inside the EU. These projects are developing new concepts and practices, taking into account the specificities of EU environment.

The transfer of this know- how to the MEDA region in order to build on the same basis a complete MoS network calls for concrete actions for which intense cooperation between stakeholders in Mediterranean region is requested.

1.3.2. Pilot Projects

Consequently, implementation of Pilot projects has been foreseen in the MEDA region.

As detailed in the chapter 2, a MoS Pilot Project is defined as a technical association of essential intermodal transport stakeholders which are committed in the improvement of an existing transport chain between EU and MEDA.

MoS Pilot projects in the MEDA Region are aiming at experimenting best practices on some key intermodal links between EU and the MEDA regions, with a high potential for demonstrating the benefits of MoS to the whole region.

Pilot projects should enhance the interest in the MoS concept, by raising awareness of its potentialities for the transport sector as a whole and by developing a wide network of stakeholders of institutional and economic actors.

Pilot projects will be supported in the application of the recommendations made by the HLG on the implementation of the MoS for the connections between EU and the neighbouring countries.

At last, Pilot projects should serve as references to implement future MoS projects in the region in the framework of complete MoS Road Map to be established.

1.4. Trade and Transport EU – MEDA: high potentials for facilitation and intermodality

The trade in the Mediterranean Sea presents one of the fastest growing potential in the world. On one hand, it is boosted by the global economic growth of the region, as the forecast of GDP growth for most of the countries are on the high side.

On the other hand, in the context of globalization, it takes advantage of its central position between East and West, North and South traffic flows.

The overall relevant traffic EU-MEDA was estimated at 70 millions tons in 2004 (out of total 232 million tons including bulk trades). Containers are the most important technique used (71%), followed by Ro-Ro (10%), concentrated on a few relations (Turkey/Italy, Tunisia/France & Italy, Morocco/Spain). The container demand grew by more than 50% since year 2000, above 10 million TEU in 2005, and the year on year growth rate observed in non transshipment container flows is on a double digit trend.

The level of non transshipment containers is already forecast to reach nearly 25 Millions of TEU for 2015.

In this context, most MEDA countries have undergone or planned ambitious development for their ports and intermodal transport, and maritime operators are offering a high number of connections between MEDA Countries and Europe, including feeder services.

The feasibility of cargo concentration is lower for Ro-Ro flows, which are already limited to a small number of port links, whereas containers flows offer more multipoint possibilities, particularly in East Med fragmented trades, and there is room to enhance the quality of door to door services from users' point of view.

In the field of organization and procedures, reforms have been undertaken in almost all Countries with a view to increase the efficiency of trade and transport regulations. More commitments are expected from institutions and stakeholders in a MoS perspective, in order to:

- create a favourable environment;
- reduce bottlenecks;
- increase facilitation for customs/border crossings, particularly for port transit specificities.

The analysis of port regulations and procedures showed that one of the most serious obstacles to improve the role of ports lies with the lack of integration and efficiency.

As far as marketing issues are concerned, the most frequent concerns as expressed by large users and their Associations are about:

- costs, with particular reference to the complexity and lack of clarity of cost entries that do not appear always justified;
- lack of dependability, mainly for delivery times, and for the reporting and follow up of delays and other incidents;
- damages and other risks, with subsequent litigations.

Finally, to improve **intermodality between maritime transport and land transport**, the networks links already planned in most MEDA countries should prioritise the connections with MoS ports, by road first, by rail when relevant, with a particular focus on the "last mile/Km" link. In addition, logistics centres / Terminals should meet the needs of large users (exporters/importers), in terms of dedicated spaces, conditions of operations, etc.

To take into account all these fields of improvements, MoS pilot projects should be a mix of on going or planned improvement of operation, and a series of soft measures to enhance operating conditions, with the commitments of the transport chain's major stakeholders.

2. CRITERIA FOR ELIGIBILITY

2.1. Pilot Project objectives and activities

The overall objective of MEDAMoS Pilot projects is to contribute to the development of the Euro Mediterranean transport network and to promote economic integration among the Mediterranean partners, through an effective and efficient intermodal freight transport network between the EU and the MEDA countries, in particular the long haul transport of goods, which primarily involves the maritime sector.

This call is meant to contribute to the general objectives of the trans-European Motorways of the Sea network, being concentration of freight flows, modal shift and/or cohesion, and more specifically focus on the development of intermodality and facilities that would help to integrate maritime links into the logistic chain.

Proposals should demonstrate how they would reduce congestion, streamline freight flows, and facilitate efficient procedural process and information exchange, thus encouraging interoperability and co-modality in the transport logistics chain.

Proposals should clearly show their relevance, maturity, impact and quality through proper description of its main aims, present a business plan and milestones for further development.

Two series of MoS conditions and requirements are listed in the Appendices:

1. Markets/Operations and services
2. Facilitation and IT

Conditions and requirements are either, prerequisites to be fully addressed or recommendations and targets, subject to feasibility. These conditions and requirements also define the respective roles and expected commitments of the private and the public sectors.

The commitments expected from public stakeholders should demonstrate their common involvements towards the implementation and the dissemination of best practices, including some forms of twinnings relevant in technical fields, benchmarking of performances, common approaches of investment and other strategic issues.

Particularly, for MoS requirements on facilitation, commitments are expected mainly but not exclusively from Customs and non Customs administration.

The redaction of the Commitments is not imposed but they should mention:

- The interest of an external stakeholder in the MoS project
- The developments already planned which could fit with the MoS recommendations: these developments could be illustrated by adequate technical documents.
- The specific measures they could implement in the short term (with a planned schedule) to comply with the MoS recommendations.

2.2. Applicants' structure

A MoS Pilot Project in the MEDA region is the result of a technical association of essential intermodal transport stakeholders (the consortium) which are committed in the improvement of an existing transport chain between EU and MEDA,

Consortia for a MoS pilot Project must gather at least:

- one maritime operator
- one port operator or a Port Authority, managing one port terminal in an European country,
- one port operator or a Port Authority, managing one port terminal of a MEDA MoS port.

In addition, proposals could gather other complementary actors: maritime agents, road or rail haulier and freight forwarders, logistic companies, shippers, motorways companies or other contributors in a position to directly contribute to the MoS project.

Port authorities will have to point out:

- i) their support to the project,
- ii) Dispositions taken at their level for the welcome of the Motorway of the sea service, and if the case arises, nature and conditions at the disposal of relevant infrastructures and procedures of their competences.
- iii) Tariffs applied to the use of infrastructures and services provided by the port authority for the running of the MoS.

2.3. Regional Dimension

The regional dimension of Motorways of the Seas is a key factor. MoSs are designed to establish more efficient inter-modal links in the Transport Network perspective of integration and cohesion between areas of the Mediterranean, and Pilot Projects cannot be restricted to traditional port-to-port sea carriage only. The added value expected from this regional approach should come from an increased consolidation of freight, a better balance of flows and new opportunities of market connections.

In order to appreciate the efforts that the project partners would be prepared to undertake in the regional dimension, it is required that proposals addresses this issue specifically and answer the following questions:

- What will be the geographical scope, market areas and type of transport demand that would be targeted by the MoS inter-modal services?
- What actions will be undertaken by the project partners in order to extend the port-to port maritime route to inter-modal connections at a regional level?
- What further steps would be deemed indispensable and feasible in the near future from concerned National Authorities in order to contribute to the regional objective?

- More generally, what could be expected from the project in terms of
 - i) cohesion and accessibility?
 - ii) duplication and / or extension of the MoS Pilot Project?

Regional projects could cover as examples discussed with and between Mediterranean stakeholders:

- multi-port maritime intermodal transport between several MoS ports (and their EU counterparts): similar inter-modal operations, procedures, IT, land transport with hinterlands (and possibly sea feederling) as well other MoS conditions.
- two or more MEDA Country markets linked by inter-modal services via one MoS port (and its EU counterparts) along an axis of the network or at the crossroad of several axes;
- similar inter-modal transport services schemes along parallel routes where freight consolidation would be inappropriate for logistic reasons, but which would gain benefit from those similar processes (operations, procedures, IT, inland...)

2.4. EU support through MEDA–MOS Project

The European Commission has already provided technical assistance through MEDA-MoS Team within a specific Contract (EuropeAid/MED/2005/115 009) both for the preliminary phases of this Call and to assist potential proponents to draft their proposals.

Furthermore, the MEDA-MoS Team will also be providing technical support in coordination with National MoS coordinators in MEDA Countries.

Therefore applicants shall indicate their specific needs for training and technical assistance to facilitate an efficient allocation of experts between the selected Pilot Projects.

2.5. Effects on Competition

As selected Pilot Projects would receive assistance from MEDA-MOS Project, this should not lead to unjustified distortions of competition against the common interest of transport users and operators.

It is thus required that project proposals address the issue and reply to the following questions:

- Will the project generate and additional transport demand? If yes, why, how, and what would be the volumes of such additional cargo flows?
- Will the project lead to shifting cargoes from road to alternative transport solutions? If yes, on what part or segment of the intermodal itineraries, and for what volumes (measured in tons and Ton-Km)?

- What would be the impact of the MoS project on the other existing transport services (for all relevant modes)?
- If advantages such as priorities are granted along the transport chain to operators and users of MoS services, what would be the counterparts likewise to be supplied by the MoS consortium?

3. PROCEDURE TO SUBMIT A PROPOSAL

3.1. General Rules

- i) The language of pilot project proposals should be English. It should be clearly indicated which EU countries and MEDA countries will be addressed by this proposal.
- ii) The information submitted by in proposals will be considered as being part of these proposals. The Confidentiality of the information received from Candidates will be ensured.
- iii) The call of project could be modified until the deadline settled for proposals' delivery. The delivery date may be delayed in order to take possible modifications into account. Applicants will have of one month extension minimum from the notification date of the modifications to adapt the presentation of their projects on the basis of the modified call. Charges for answering the call of project or its appendices do not confer any right to the Candidates and cannot be a matter of compensation.
- iv) The MEDAMoS Team is available for assisting candidates in preparing the terms and the conditions of Pilot Projects, including possible adaptations, such as merging of two or more proposals to enhance the credibility of Pilot Projects.

3.2. Structure of the proposal

In order to facilitate evaluation of the proposals the following structure is recommendable in the proposals:

Part A. Administrative documents about the consortium and its members. (Ref: Application Forms 1 & 2)

Part B. Description of the technical proposal (Ref: Application Form 3)

Annexes including:

- Annex I: Declaration from each project partner (Ref: Application Form 4)
- Annex II: Commitments from external public stakeholders (not members of the consortium) (Ref: Application Form 5)
- Annex III: Professional references (Ref: Application Form 6)

(Templates of the mentioned Application Forms are included at the end of this call for projects).

3.2.1. Administrative documents about the consortium members

Consortia candidates will have to show in their proposal using the Application forms 1 & 2:

- Identification of the Consortium, its project and contact details of a coordinator representing the whole consortium.

- Identification and contact details of each member of the consortium.
- Short presentation of each member of the consortium, its background and its role in the project.
- Short presentation of each member's main references.

3.2.2. Description of the technical proposal

Candidates have to include in their proposal a summary of the project. This document shall not exceed 10 pages and has to address all the issues referred in chapter 2.

3.2.3. Other Application Forms

Application Form 4: Declarations

A declaration related to the regularity of the members' situation forming the Candidate, with regard to their social and fiscal obligations, as on the worthiness of the physical bodies that guarantee the permanency and the effectiveness of the companies' direction.

Application Form 5: Commitments

The Commitments expected from external public stakeholders should illustrate the MoS requirements mentioned in Appendix A. They should demonstrate the level of relationships developed by the Consortium with the environment of the MoS projects.

For MoS requirements on facilitation, commitments are expected mainly but not exclusively from Customs and non Customs administration.

The redaction of the Commitments is not imposed but they should mention:

- The interest of concerned stakeholders in the MoS project
- The developments already planned which could fit with the MoS recommendations: these developments could be illustrated by adequate technical documents.
- The specific measures they could implement in the short term (with a planned schedule) to comply with the MoS recommendations

Application Form 6: Professional references

Consortium members could include any relevant document of information about projects they have implemented recently.

3.3. Submission and closing date

The language of the project proposal should be English.

Project proposals should be submitted in hard copy and dated, stamped and signed in original by the leader and on CD-ROM to the MEDAMoS team:

MEDAMoS Team
BCEOM
Place des Frères Montgolfier
78 286 Guyancourt
France

Proposals should be received no later than January 31st 2008

4. SELECTION CRITERIA AND EVALUATION OF PROPOSALS

4.1. Criteria Components:

The proposals should comply with the characteristics defined in the Appendices, derived from TEN-T guidelines, Ministerial Conference and RTAP and Candidates are invited to refer to the following checklist which summarizes the key elements expected from MoS Pilot projects.

4.1.1. Quality Aspects

- Improvement of port services and related operations
 - Clear commitments to improve services
 - Planned measures for operation and facilitation

- Characteristics of the shipping services involved
 - Improvements in frequency and punctuality
 - Improvement in safety and security

- Marketing
 - Implementation of market driven tariff structures
 - Anticipation and measures in case of service failures

- Extension of regional inter-modal connections
 - Links with inland depots, dry ports...
 - Links with key logistic platforms

- Good availability of information systems and monitoring along the logistic chain
 - Efficient information exchange
 - Commitment to improve administrative and customs procedures

4.1.2. Contribution to Regional dimension and cohesion

- Geographical coverage of the project
- Integration into overall MEDA network and prospects for potential replication
- New opportunities of market connections
- Accessibility with the hinterland and neighbouring regions and countries
- Integration into national and regional transport and development policies
- Consideration of global and sustainable policies

4.1.3. Contribution to the development of sea-based intermodal solutions

- Modal shift: cargo shifted from road to alternative intermodal transport modes where feasible
- Increased consolidation of freight
- Improved balance of flows
- Contribution to the environment and reduction of congestion

4.1.4. Viability of Service and Credibility of overall Project

The commitments between all participants and users will be essential. Therefore, the proposal will be evaluated by a profound analysis of the following key elements:

- Duration of the project
- References and capacities of each member of the Consortium
- Development Plan, including partnerships enlargement
- Written commitments of potential users and public/ private stakeholders
- Financial plan for necessary investments.

4.1.5. Effects on competition

State and European Union actions, introduced by this pilot project, should not lead to distortions of market competition. The evaluation will therefore look at:

- Compliance with international trade agreements and European regulation
- Impact on existing services between the participating ports and to existing services from neighbouring ports
- Existing and potential markets, as corresponding, either:
 - shifted from roads
 - or newly generated
 - or coming within MoS pilot projects conditions

4.2. Evaluation Grid

Proposals will be evaluated against the following criteria (Total: 10 points)

Consortium **2.5 points**

The composition of consortia will be appraised on the degree of involvement and respective roles of public and private sectors as well as infrastructure operators and service providers. The professional relevance of partners in their sectors or industries and their technical and financial capacity will be appraised too.

Relevance **2.5 points**

Geographical coverage, trade or traffic volumes affected or number of companies participating in the project will be taken as an indicator of the relevance of the project.

Maturity **1.5 points**

Availability of personnel and financial means to launch the Pilot Project will be appraised together with previous actions or projects carried out by partners as they will help a quick start of project activities.

Impact **2 points**

Impact of Pilot Project results and achievements for future MoS projects will be estimated. This will encompass impact on intermodality, modal shift and cohesion. Will also be assessed the ability for the Pilot Project to increase capacity and efficiency of maritime transport and ports, impact on transparency and fair competition, and contributions towards a more environmental transport.

Quality of proposal **1.5 points**

Proper description of activities, interdependencies of packages, adequacy of business plan and calendar, appropriate organizational arrangements and clarity of commitments, will be evaluated under this criterion.

5. APPENDICES

How to read MoS Pilot Project requirements?

Some requirements concern the partnerships / consortia candidates, in particular for markets and service. For other requirements, in particular for facilitation procedures, candidates must describe precisely what they would expect from the adequate authorities (customs and non customs administration, Ports Authorities...) in order to create a favourable environment for their MoS project.

In this framework, candidates have to elaborate a win-win relationship with administrative authorities when designing an efficient MoS, taking into account the improvements expected in the field of facilitation. The general scheme should be "if the administration is committed to...., the consortium partners' will implement....".

The list of criteria covers two categories: prerequisites and recommendations:

- **Prerequisites:** when appears the expression "Proposals must" or "Proposals have to", this corresponds to an essential formal requirement : candidates must include the corresponding issue in their proposal
- **Recommendations and targets:** when appears the expression "Proposals should..." or "MoS projects should...", this describes the objectives of MoS Pilot Projects and corresponds to an award criteria. Candidates are free to include the issue. Candidates could mention that they are committed to the corresponding issues, or could develop the method they will use to address those. Concrete measures are naturally more valuable than simple wishful expectation.

The list of recommendations is designed to give candidates a wide range of possible improvements.

5.1. MoS conditions and requirements for Markets, Operations and Services

Objectives and Framework

Prerequisites	Recommendations and targets
<p>MoS projects have to be mainly based on the improvement of existing maritime/ports/land/intermodal conditions. New innovative and maritime intermodal transport links should be concentrated on the objectives of modal shift and cohesion. The targets priorities are Container and/or Ro-Ro/multipurpose services, including mix with seasonal/reefer trades...</p>	<p>Transshipment / feeder cargos could be included in the commercial project base if and when providing added benefits for the transport conditions of Mediterranean direct trades.</p>
<p>Proposals have to present a regional dimension and a contribution to improve transport networks in the MEDA region, including links between East and West Med;</p>	
<p>Proposals have to take into account national transport policies and development plans and should demonstrate how they could be included them in these plans;</p>	
<p>Projects have to involve local actors to provide local added value services;</p>	

Public / private respective roles

Prerequisites	Recommendations and targets
<p>Proposals have to present market driven and market oriented projects</p>	<p>Proposals could not be based on specific MoS national measures expected from governments, but candidates from the private sector have to analyse with the public sector what is feasible to implement a favourable environment to add value to transport services.</p>
<p>Proposals have to present reciprocal commitments, between members of the consortium (= core operators)</p>	<p>Proposals should consider the possibility to create and enlarge an intermodal "MoS community" in order to develop a cooperative promotion of the project.</p>

Quality of services

Prerequisites	Recommendations and targets
<p>Proposals have to include all requirements of international Conventions in safety, security, and environment and for their transport equipments and operations.</p>	
<p>Proposals should give priority to the development of direct existing markets, taking also advantage of recent and on going improvements in ports and related operations;</p>	
<p>Proposals have to demonstrate :</p> <ul style="list-style-type: none"> - Added value of MoS projects compared to existing services - Contribution to fluidity, punctuality and reduced delays (dwell time...)^o 	<p>Proposals should design a common approach to reach global quality solutions including indicators if relevant and feasible.</p>
	<p>In line with their quality approach, candidates could present an adapted training policy and corresponding training requirements</p>
<p>Projects have to be built on the basis of a responsive flexibility (ex: mobilisation in case of delays, emergencies)</p>	<p>Projects should clearly explain the means foreseen to ensure the availability of information all along the logistical chain to anticipate operations (ex: Develop tracking methods)</p>
	<p>Projects could consider possible compensation schemes for users in case of incidents or delays</p>
	<p>Port terminals partners of MoS projects have to express clear commitments for the best availability of port services (24/24, 7/7.</p>
	<p>Proposals should include clear commitments to improve the punctuality of schedules/ time of arrivals.</p>

Tariff and marketing policy

Prerequisites	Recommendations and targets
<p>Proposals have to describe the commercial/ tariff policy taking into account the competitive situations of each transport mode of the transport chain, aiming at visible tariff structures as part of quality;</p>	<p>As projects are market oriented, there is no requirement on pricing levels but:</p> <ul style="list-style-type: none"> ■ Projects should present unit based prices (containers, rolling units... for each transport leg and/or integrated) and clear economical justifications to use different rating (e.g. volume...) ■ Proposals could specify the types of commercial contracts which will be used as a MoS marketing tool.
	<p>Proposals could include the market development policy of projects taking into account the situation of competition and relevant regulations;</p>

Intermodality

Prerequisites	Recommendations and targets
<p>Public and private stakeholders have to define their common priorities for alternative intermodal solutions, including maritime (feederling).</p>	<p>MoS projects should be considered as an intermodal product service, and include best practices from other MoS projects.</p>
<p>Proposals have to define modalities to connect with inland / logistic platforms.</p>	

5.2. MoS Conditions and requirements for Facilitation and IT

In this section, MoS conditions are presented as a list of Commitments / measures to be implemented in a short term time scale or at a later stage (to be precised in proposals in order to improve the efficiency of procedures and formalities, and to develop the use of Intermodal IT Technologies for this purpose).

Most criteria are presented as recommendations, but candidates are strongly advised to address those not only to add value to their projects but also to associate external stakeholders (in particular Customs and other administrations) in the successful implementation of their project.

5.2.1. Customs and non Customs Procedures:

Import

Recommendations and targets
Projects should aim at reducing container dwell times
Projects should develop and use an electronic 24-hour pre-alert information device.
Proposals should retain an adequate risk management system helping Customs to give faster release of containers.
Projects should benefit from risk assessment methods for cargo inspections.
Proposals should describe how they could contribute to / benefit from the development and use of electronic customs duties, taxes and fees method
Proposals should describe how they could foster the development and use of One-Stop-Shop schemes and extend the use of the Single Window System (SWS)
Proposals should describe the type and form of commitments that would be required for improving electronic Customs declaration methods and other Customs computer information methods
Proposals should describe the commitments expected to further modernise Metrology Standards Laboratories

Export

Recommendations and targets
Proposals should present commitments to simplify and harmonise Customs inspections with other agencies in order to reduce export waiting times
Proposals should consider how projects could develop and use low risk due diligence, for increasing trust between Customs and compliant exporting companies

Port Infrastructure and Procedures

Prerequisites	Recommendations and targets
Proposals have to describe concrete measures to improve the management of existing handling equipment giving faster container movements	MoS projects should benefit from the developed and increased use of detection equipment for faster inspections.

Prerequisites	Recommendations and targets
Proposals have to describe concrete measures to improve staff and personnel security	

Transit and Trade Facilitation

Prerequisites	Recommendations and targets
MoS projects must retain recommendations jointly prepared by Customs and Private Industry representatives.	Projects should develop dedicated web site or optimise existing ones to inform about all import and export documentation and forms for the needs of Customs, Customs Broker and Freight Forwarding Associations and Industry Associations, showing also how to complete each form correctly.
	MoS projects should foster a change in Customs Laws and Rules complying with the 1999 revised Kyoto Convention on Simplification and Harmonisation of Customs Procedures, and the rules from other International Conventions into updated Customs texts.
	Proposals will describe how and when commitment provisions of the IMO FAL Convention ¹ on vessels' documents will be implemented in ports.

¹ National experts have recommended to focus more particularly on:

- IMDG Code class 7 radioactive material;
- IMO Stowaway Focal Point;
- Drug Trafficking;
- Security and facilitation of closed cargo transport units;
- Electronic means clearing ships;
- On line access to certificates and documents;
- Single Window System using XML and the Message Implementing Guidelines;
- Security issues before entering port;
- EDI messaging (WCO and UNCEFACT).
- WCO Unique Consignment Reference
- Laws allowing the use of electronic signatures
- Training and international standard qualification methods for freight forwarders, customs brokers and logistics/ transport sectors
- Paperless electronic transmission of transit and trade documents between all Government agencies
- Use transit and trade facilitation border crossing points, benchmarking through management performance indicators
- Develop Integrated Border Management using Border Management Task Force

Phyto-Sanitary

Recommendations and targets

Proposals should present commitments to develop and use ATP Agreement methods and install special equipments for the transport of perishable products

Proposals should try to obtain from Customs and Fruit and Vegetable growers associations faster inspection procedures and to eliminate separate agency inspections

Metrology Standards

Recommendations and targets

Proposals should present commitments to further modernise laboratories using WCO testing methods and locate laboratories closer to ports

Ministry of Transport

Recommendations and targets

Proposals should benefit from the recognition of International road truck Weight Certificate

Security Administrations and Agencies

Recommendations and targets

Proposals should present agreements from security agencies to

- Give commercial vehicles, and professional staffs and visitors security checks at port gates and inside ports and free trade zones
- Install and use modern vehicle and people inspection equipments at port gates
- Use trained staffs and people identification methods

5.2.2. Intermodal Technologies

Current application of ICT facilitation

Recommendations and targets
Projects should include relevant best practices already in use and available ICT systems.
Proposals should mention development plans for a wider application of ICT systems whenever possible
Proposals should mention plans to extend best practices which are currently restricted to: <ul style="list-style-type: none"> ○ specific services (ex. perishable goods...) ○ individual port(s) / terminal(s) / warehouse(s) ○ country or sub-region

Guidelines for MoS ICT facilitation projects to:

Recommendations and targets
Extension of information systems to MoS ports and between MoS connected ports
Improvements of IT interactions with customers and links with authorities
Extension and appropriate security given to EDI systems to a wider stakeholders' community
Facilities and access for all stakeholders to information systems (common database, electronic flow of information and documents, etc)
Adoption and implementation of international standards (Edifact)
Improvement of existing ICT systems: "single window"

MoS facilitating technologies

Recommendations and targets
ICT tools in terminals for electronic customs and non customs procedures
Tracking/tracing facilities allowing Customs and Security officers to check the position of cargoes and anticipate subsequent procedures
Port terminals equipped for inspection of cargo with new advanced scan systems

(gamma ray/x-ray systems) and technologies/procedures for driver/personal identification
E-links_and joint Customs / Security ICT procedures from port of origin to port of destination, (advance notice/ pre-shipment...)
Security of terminal guaranteed by an efficient monitoring system working 24 hours and connected to an information data centre.

Current feasibility in MEDA countries

Recommendations and targets
MoS pilot projects should retain as a best practice in Customs and Security the “reliable operator”- “authorised economic operator” statues to facilitate cargo transit
Proposals should include plans starting from the easiest case of inter-modal chain operators and / or logistic operators / warehouse / packaging centre and retain a step by step progress approach with a medium/ long term view;
When feasible, proposals should include measures to harmonise with EU procedures, standards, systems and tools; starting with the implementation of ICT systems for export procedures to EU

Medium Term implementation

Recommendations and targets
Future MoS will require a border crossing information network system and access to all key players along the logistic chain. Proposals could include a medium /long term development process which could take into account: <ul style="list-style-type: none"> ▪ commonly agreed ICT rules for logistic processes ▪ information exchange in a standardized format ▪ guidelines to assist border crossing trade and administrative applications

Long Term implementation

Recommendations and targets
Long term developments, proposals should focus on existing and available software and systems and foresee ways to address: <ul style="list-style-type: none"> ▪ the need of collaborative solutions integrating non compatible systems (interface). ▪ supply chain security schemes as a key challenge: procedures and systems should be integrated to provide door-to-door traceability of cargoes

Summary of basic principles for IT facilitation

Recommendations and targets

MoS projects should adapt public information systems of services to the market: just in time/punctuality, reliability, efficiency, traceability

MoS projects should promote a neutral structure for the exchange of information between ports and intermodal platforms

Summary of basic requirements for IT Facilitation methods

Recommendations and targets

arrival - stay at ports - departure of vessels: Proposals have to mention perspectives retained or to be obtained for:

- monitoring indicators of the stay at ports and the number / delays of formalities related to trade
- computerization of vessels berthing organisation (port conference), avoiding dominant positions and safeguarding competition
- computerization of ship related documents

paperless processes: Proposals have to mention perspectives of:

- electronic signature
- recognition of electronic documents
- filing / archive of documents (intangibility, accessibility)

pre arrival – pre departure information: Proposals have to mention their commitment to develop automatic information interchanges between authorities and technical services: Custom, Security, sanitary, veterinary, phyto - sanitary, quality control, conformity to standards

APPLICATION FORMS TO BE COMPLETED

Application Form 1: Cover page for Presenting Pilot projects

1.1 Title of proposal¹	
1.2 Acronym for proposal²	
1.3 Concerned countries/Regions:	
1.4 Consortium composition	
Leader	
Partner 1	
Partner 2	
...	
1.5 Coordinator for the Consortium	
Name	
Address	
Phone and Fax	
email	

¹ Short, but meaningful name for the proposed action.

² Handy abbreviation of the title of a maximum of 20 characters

Application Form 2: Description and contact of each partner

This form should be completed and signed by each partner of the consortium:

Name of Consortium Member	
Company name	
Address	
Country	
Company Background and profile	<i>Description in few lines</i>
Main References	<i>Summary of main recent projects implemented by the Company (add any relevant document in annex)</i>
Role in the consortium	<i>Description in few lines</i>
Contact person	
Family name and First name	
Position in the company	
Address	
Country	
Telephone	
Fax	
E-mail	
Signature and Stamp of the Company	

Application Form 3: General description of the technical Proposal

Candidates are requested to present their project in maximum 10 pages with the suggested sequences:

- Overall objective of the Pilot Project
- Description of concerned Markets and existing transport conditions
- Expected improvements in the fields covered by Chapter 4 and detailed in Appendices (including their specific needs for training and technical assistance).

Application Form 4: Declaration from each project partner

To guarantee the morality of the stakeholders involved in a pilot project, it is recommended that the core partners join to submission, a declaration of the basis of the following model:

"I declare on my honour that I am not in any of the following situations which would exclude me from participating in a grant award procedure:

- (a) *I am not bankrupt, being wound up or having my affairs administered by the courts, I have not entered into an arrangement with creditors, I have not suspended business activities, I am not the subject of proceedings concerning any such matters, and I am not in any similar situation arising from a similar procedure provided for in legislation or regulations;*
- (b) *I have not been convicted of an offence concerning my professional judgement by a judgement which has the force of res judicata;*
- (c) *I have not been found guilty of grave professional misconduct proven by any means which the contracting authority can justify;*
- (d) *I have not failed to fulfil obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which I am established or with those of the country or the contracting authority or those of the country where the contract is to be performed;*
- (e) *I have not been the subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;*

I undertake to provide, as soon as possible, documents in connection with points (a), (b), (d) and (e) at the request of National and International authorised entities.

Done at on

Name:

Function:

Signature:"

Application Form 5: Letter of commitment from public external Stakeholders

The redaction of the Commitments is not imposed but they should mention:

- The interest of an external stakeholder in the MoS Pilot Project
- The activities for which participation is foreseen and specific measures that could be implement in the short term to comply with the MoS recommendations

The name of the external stakeholder and the function of the person signing the letter of Commitment must be indicated. Please note that only the representative legally authorised to sign on behalf of the partner can sign the document.

Application Form 6: Professional references of consortium partners

In addition to the summary of their main references presented in the Application Form 2, consortium members could include any relevant document presenting their professional experiences and/or add information about recent projects using the following template:

PROJECT REFERENCE

Project Name:	Country:
Project Location within Country:	Professional Staff Provided by your Company:
Approx. Value of Services	
Name(s) of Associated Firm(s) if any:	
Names of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:	
Detailed Narrative Description of Project:	
Detailed Description of Actual Services Provided by your Company:	