DIRECTORY OF SERVICES

PROJECT:  PEACE LINE. Peace Ambassadors wanted

DS:  Passenger transportation services

Offer total (net):  €

__________________________  __________________________
Place/date:  Stamp and legally valid signature
Directory of services, passenger transportation for the PEACE LINE project

General preliminary comments and publication information:

Client: Volksbund Deutsche Kriegsgräberfürsorge e.V., Werner-Hilpert-Str. 2, 34117 Kassel

Procedure: Public tender in compliance with the German UVgO

Type of service (with cpv code): 60130000-8 passenger transportation (road)

Implementation period and scope: see description of services

Project realisation and contact: Volksbund Deutsche Kriegsgräberfürsorge e.V.
Lützowufer 1, 10785 Berlin


Deadline for the submission of offers: by 11.03.2020, 11.00 am

Opening of offers: 11.03.2020, 11.15 am

Form of offer submission: by email to vergabestelle@volksbund.de

Encryption (voluntary): zip file in an email; encryption code in the second email

Award issue: by 20.03.2020 at the latest

Issue of partial lots: yes (as an option)

Suitability criteria and evidence: see description of services

Award criteria and weighting: see description of services

Invoice and payment conditions: in accordance with VOL/B and contract conditions under item 4

Contact for award-related questions: Vergabestelle (award office)

(Contact and voluntary registration)
Email: vergabestelle@volksbund.de
Tel.: +49 (0)561 7009 375 / 269

Contact for content-related questions: Viola Benz
Email: viola.benz@volksbund.de
Tel.: +49 (0)30 2309 36 73

Franziska Reute
Email: franziska.reute@volksbund.de
Tel.: +49 (0)30 2309 36 39
1 Explanation of the overall situation

“PEACE LINE” is an innovative project, which combines encounter, reconciliation and education in a form suitable for young people, and which is therefore also accessible to people who are not reached by traditional education offers.

The idea

Young people aged between 18 and 26 from different countries travel together along a route through several countries of western and central Europe. Along the way, they visit places of remembrance from the First and Second World Wars, the division of Europe and the dawn of the new European era. Team members who have received educational training accompany them on their journey.

They learn about historical events with each other, while also learning from each other about the different perspectives (“narratives”) that dominate in their respective countries. In this way, there is an opportunity to see national attitudes towards historical events from other perspectives, and to open up to each other.

The project

As well as one route that is organised by another funding body, the IBB, which takes participants from Auschwitz to Westerbork in the Netherlands, the Volksbund association will be responsible for two others:

One route travels from Berlin via Weimar and Prague on to Munich, Meersburg and Luxembourg and on to Verdun before finishing at the International Youth Meeting and Educational Centre in Niederbronn.

The other route begins in Berlin with a flight to St. Petersburg and from there continues through the Baltic states via Riga and Kaunas to Gdansk, before ending at the International Youth Meeting and Education Centre in Golm.

In May, around 30 young people will travel the routes. In the summer, the routes will be repeated with double the number of participants.

What makes PEACE LINE special

What makes “PEACE LINE” special is the fact that it has so many different aspects. The international composition of the group and the journey through several different countries that were once separated by the Iron Curtain provide the opportunity for everyone involved to have new experiences. However, the format of experiencing a route together also offers the option of addressing precisely those young people who do not have an academic background. In this way, the project helps create a broader base for “Europe” and not just provide support for elites.
The partners

“PEACE LINE” is organised by the Volksbund association as a “lead partner”. However, it is also supported by a broad partnership association: the Europäische Akademie Berlin (European Academy Berlin), the German-Russian Museum Karlshorst, the German-Polish and Franco-German Youth Offices, the Federal Agency for Civic Education and the war graves organisations in France and the Netherlands are all helping to make the project a success. The project is funded by the Federal Foreign Office.
2. Offer

The offer documents will be made available to the bidder free of charge in German and English. No cost reimbursement is provided for the completion of the offer. The entire offer form must be filled out and sent via email to vergabestelle@volksbund.de.

As well as the filled out and signed description of services, the offer also includes a complete calculation in which a price for the items named is calculated individually, and from which it can be seen how many drivers are used for each tour during implementation.

The deadline for the submission of offers is 11.03.2020, 11.00 am.

2.1 Submission of the qualified offer

The contract will be awarded no later than 20.03.2020 following receipt and examination of the qualified offers.

2.2 Award criteria:

The criteria below have been defined for the contract award, with the following weighting:

- **Price**: 50%
- **Mandatory services**: 30%
- **Facultative services**: 20%

3 Suitability criteria:

The driver to be used must provide evidence of at least 5 years of professional experience (self-declaration).

The vehicles used must be in perfect technical condition (self-declaration).

References for similar contracts. Description of similar previous projects that conform to the type and scope of the contract up for tender.

Evidence that no serious errors have been made that undermines the reliability of the applicant (e.g. criminal record) (self-declaration)

4 Conditions of contract

Implementation period

The services must be provided within the given time schedule.

Currency

Payment throughout the entire contract will be made in euros.
Volksbund Deutsche Kriegsgräberfürsorge e.V. – Abteilung Gedenkkultur und Bildung

Werner-Hilpert-Str. 2, 34117 Kassel

Project: PEACE LINE. Peace Ambassadors wanted
DS: Passenger transportation services
Award type: Public tender
Date: 17.02.2020
Pages: 12

Conditions of payment

The client shall pay 50% of the total following receipt of an invoice prior to each tour, and 50% following successful completion of the service.

Place of jurisdiction

The place of jurisdiction for all disputes arising from this contract is Kassel.

Publications

All publications relating to the work of the Volksbund Deutsche Kriegsgräberfürsorge e.V. (the German war graves association) must be agreed in advance with the client.

5 Description of services

Transport services for four journeys must be offered for the dates and routes given below. The items listed here must be taken into account in the planning and in the total offer price.

Information must be provided regarding the number of drivers used for which section of the journey.

The aim is to incorporate the driving times into the programme as “mobile seminar sessions”. This means that in part, the time spent on the bus is to be used for preparation or follow-up work before and after visits to memorial sites and museums. It is therefore essential that WiFi is available on the bus, and that possibly screens are also provided for each seat.

Since journey times are long, a functioning toilet must be provided on board.

To guarantee problem-free communication, the bus driver must be able to speak either German or English.

Toilet breaks must be included in the plans.

If detours must be made from the agreed route, information must be provided as to the costs per 100 additional kilometres.

The client reserves the right to award services to several bidders in partial lots, or to award the entire package to one bidder. In other words, the bidder can offer both partial lots and the entire service package.
Volksbund Deutsche Kriegsgräberfürsorge e.V. – Abteilung Gedenkkultur und Bildung

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5.1 Partial lots:

A. Blue Route A1 (13-18 May 2020)
Transport services from Riga to Kamminke (Usedom) according to the time schedule below, for 35-40 people.

<table>
<thead>
<tr>
<th>Date</th>
<th>Place</th>
<th>Distance</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.05.2020</td>
<td>Riga</td>
<td>Travel within the city area</td>
</tr>
<tr>
<td>14.05.2020</td>
<td>Riga + surrounding area</td>
<td>Travel within the city area (approx. 50 km)</td>
</tr>
<tr>
<td>15.05.2020</td>
<td>Riga – Kaunas</td>
<td>Transfer from Riga to Kaunas, with stop in Fort IX near Kaunas (approx. 300 km)</td>
</tr>
<tr>
<td>16.05.2020</td>
<td>Kaunas – Gdansk</td>
<td>Transfer from Kaunas to Gdansk via Stutthof concentration camp memorial site (approx. 600 km)</td>
</tr>
<tr>
<td>17.05.2020</td>
<td>Gdansk + surrounding area</td>
<td>Travel within the city area (approx. 25 km)</td>
</tr>
<tr>
<td>18.05.2020</td>
<td>Gdansk – Kamminke</td>
<td>Transfer from Gdansk to Kamminke (Usedom) (approx. 400 km)</td>
</tr>
</tbody>
</table>

The following must also be provided:

**Essential:**
- Functioning toilet on board ☐ yes ☐ no
- Microphone system on board ☐ yes ☐ no
- incl. petrol and any toll, parking and motorway sticker fees, plus insurance ☐ yes ☐ no
- Safety belts for every seat ☐ yes ☐ no
- Plug sockets on the bus, (please give number) ☐ yes, ___items ☐ no

**Facultative:**
- Assumption of overnight accommodation costs and per diem allowances (food and drink) for the bus driver by the bus company ☐ yes ☐ no
- WiFi during the journey ☐ yes ☐ no
- Screens for every seat ☐ yes ☐ no
- Functioning air conditioning ☐ yes ☐ no

Total for services listed in A (net) _____________________ €
B. Green Route B1 (10-18 May 2020)

Transport services from Berlin to Niederbronn-les-Bains (France) according to the time schedule below, for 35-40 people.

<table>
<thead>
<tr>
<th>Date</th>
<th>Place</th>
<th>Distance</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.05.2020</td>
<td>Berlin – Weimar</td>
<td>Transfer from Berlin to Weimar, with stop at the Buchenwald concentration camp memorial site along the way (approx. 300 km)</td>
</tr>
<tr>
<td>11.05.2020</td>
<td>Weimar – Prague</td>
<td>Transfer from Weimar to Prague (approx. 340 km) in the afternoon</td>
</tr>
<tr>
<td>12.05.2020</td>
<td>Prague + surrounding area</td>
<td>Travel within the wider city area (Lidice) (approx. 70 km)</td>
</tr>
<tr>
<td>13.05.2020</td>
<td>Prague – Munich</td>
<td>Transfer from Prague to Munich with a stop at the Munich forest cemetery along the way (approx. 400 km)</td>
</tr>
<tr>
<td>14.05.2020</td>
<td>Munich</td>
<td>Possible travel within the city area (approx. 50 km)</td>
</tr>
<tr>
<td>15.05.2020</td>
<td>Munich – Überlingen – Hartmannswillerkopf</td>
<td>Transfer to Überlingen with programme of events during the day, then onward journey to Hartmannswillerkopf (France) stopping along the way for an evening meal.</td>
</tr>
<tr>
<td>16.05.2020</td>
<td>Hartmannswillerkopf – Verdun</td>
<td>Possibly a journey to the surrounding area during the day; in the evening, transfer from Hartmannswillerkopf to Verdun</td>
</tr>
<tr>
<td>17.05.2020</td>
<td>Verdun</td>
<td>Travel within the city area (approx. 100 km)</td>
</tr>
<tr>
<td>18.05.2020</td>
<td>Verdun – Niederbronn-les-Bains</td>
<td>Transfer from Verdun to Niederbronn-les-Bains with a stop in Schengen along the way</td>
</tr>
</tbody>
</table>

The following must also be provided:

**Essential:**
- Functioning toilet on board
- Microphone system on board
- incl. petrol and any toll, parking
- Functioning air conditioning
- Safety belts for every seat
- Plug sockets on the bus, (please give number)

**Facultative:**
- Assumption of overnight accommodation costs and per diem allowances (food and drink) for the bus driver by the bus company
- WiFi during the journey
- Screens for every seat
- Functioning air conditioning

Total for services listed in B (net) ___________________________ €
C. Blue Route A2 (08-14 August 2020)
Transport services from Riga to Kamminke (Usedom) according to the time schedule below, for 60-65 people.

<table>
<thead>
<tr>
<th>Date</th>
<th>Place</th>
<th>Distance</th>
</tr>
</thead>
<tbody>
<tr>
<td>08.08.2020</td>
<td>Riga</td>
<td>Travel within the city area</td>
</tr>
<tr>
<td>09.08.2020</td>
<td>Riga + surrounding area</td>
<td>Travel within the city area (approx. 50 km)</td>
</tr>
<tr>
<td>10.08.2020</td>
<td>Riga – Kaunas</td>
<td>Transfer from Riga to Kaunas, with stop in Fort IX near Kaunas (approx. 300 km)</td>
</tr>
<tr>
<td>11.08.2020</td>
<td>Kaunas – Gdansk</td>
<td>Transfer from Kaunas to Gdansk</td>
</tr>
<tr>
<td>12.08.2020</td>
<td>Gdansk – Ustka – Gdansk</td>
<td>In the morning, journey to Ustka, in the evening, return journey to Gdansk (approx. 300 km)</td>
</tr>
<tr>
<td>13.08.2020</td>
<td>Gdansk + surrounding area</td>
<td>Travel within the city area (approx. 25 km)</td>
</tr>
<tr>
<td>14.08.2020</td>
<td>Gdansk – Kamminke</td>
<td>Transfer from Gdansk to Kamminke (Usedom), with stop at the Stutthof concentration camp memorial site along the way (approx. 400 km)</td>
</tr>
</tbody>
</table>

The following must also be provided:

**Essential:**
- Functioning toilet on board
- Microphone system on board
- incl. petrol and any toll, parking and motorway sticker fees, plus insurance
- Safety belts for every seat
- Plug sockets on the bus, (please give number)

**Facultative:**
- Assumption of overnight accommodation costs and per diem allowances (food and drink) for the bus driver by the bus company
- WiFi during the journey
- Screens for every seat
- Functioning air conditioning

Total for services listed in C (net) ____________________________ €
**D. Green Route B2 (07-17 July 2020)**

Transport services from Berlin to Niederbronn-les-Bains (France) according to the time schedule below, for 35-40 people.

<table>
<thead>
<tr>
<th>Date</th>
<th>Place</th>
<th>Distance</th>
</tr>
</thead>
<tbody>
<tr>
<td>07.07.2020</td>
<td>Weimar – Prague</td>
<td>Transfer from Weimar to Prague, with stop at the Buchenwald concentration camp memorial site along the way (approx. 400 km)</td>
</tr>
<tr>
<td>08.07.2020</td>
<td>Prague + surrounding area</td>
<td>Travel within the wider city area (Lidice) (approx. 70 km)</td>
</tr>
<tr>
<td>09.07.2020</td>
<td>Prague – Munich</td>
<td>Transfer from Prague to Munich with a stop at the Munich forest cemetery along the way (approx. 400 km)</td>
</tr>
<tr>
<td>10.07.2020</td>
<td>Munich</td>
<td>Possibly travel within the city area (approx. 50 km)</td>
</tr>
<tr>
<td>11.07.2020</td>
<td>Munich – Überlingen – Hartmannswillerkopf</td>
<td>Transfer from Munich to Überlingen with programme of events during the day, then onward journey to Hartmannswillerkopf (France) stopping along the way for an evening meal.</td>
</tr>
<tr>
<td>12.07.2020</td>
<td>Hartmannswillerkopf – Verdun</td>
<td>Possibly a journey to the surrounding area during the day; in the evening, transfer from Hartmannswillerkopf to Verdun</td>
</tr>
<tr>
<td>13.07.2020</td>
<td>Verdun</td>
<td>Travel within the city area (approx. 100 km)</td>
</tr>
<tr>
<td>14.07.2020</td>
<td>Verdun – Niederbronn-les-Bains</td>
<td>Transfer from Verdun to Niederbronn-les-Bains with a stop in Schengen along the way</td>
</tr>
</tbody>
</table>

The following must also be provided:

**Essential:**

- Functioning toilet on board  □ yes  □ no
- Microphone system on board  □ yes  □ no
- incl. petrol and any toll, parking and motorway sticker fees, plus insurance  □ yes  □ no
- Safety belts for every seat  □ yes  □ no
- Plug sockets on the bus, (please give number)  □ yes, ___items  □ no

**Facultative:**

- Assumption of overnight accommodation costs and per diem allowances (food and drink) for the bus driver by the bus company  □ yes  □ no
- WiFi during the journey  □ yes  □ no
- Screens for every seat  □ yes  □ no
- Functioning air conditioning  □ yes  □ no

Total for services listed in D (net)  ________________ €
Project: PEACE LINE. Peace Ambassadors wanted
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Pages: 12

SUMMARY

A Blue Route A1 ____________ €

B Green Route B1 ____________ €

C Blue Route A2 ____________ €

D Green Route B2 ____________ €

Total amount (net) ____________ €

VAT ____________ €

Total amount (gross) ____________ €

Cost per 100 additional kilometres if detours must be made from the agreed route. ____________ €

The bidder attaches a detailed price calculation regarding the above items to their offer.

On submission of the offer, the bidder acknowledges all specifications in this tender document. The bidder declares that they have taken note of all the offer components, and that the documents provided to them and based on their knowledge of the local conditions clearly and unequivocally cover the services required. With their signature, they guarantee compliance with the time schedule.

___________________________

Stamp and legally valid signature