

Hasičský záchranný sbor Moravskoslezského kraje				
EVIDENCE SMLUV				
HMSK	SML	504	2023	
		poř. číslo	rok	dobu plnění
Ev. číslo v SSD				



Agreement

between

APELL National Center for Disaster Management Foundation

CN APELL-RO

And

Czech Republic - Hasičský záchranný sbor Moravskoslezského kraje


Subject: Service Contract n° ECHO/SER/2019/814454 Exercises on civil protection modules, technical assistance and support teams, other response capacities and European Union civil protection teams – Cycle 11 (5 lots) - Design, plan, conduct & self-evaluate six field exercises for Water Related, Forest Firefighting and for CBRN Detection and Sampling capacities - Lot 2.

2023

Version 1.0

EU Contract: ECHO/SER/2019/814454

Regarding the organisation of an exercise for water related modules within the period of LOT 2 - cycle 11 2022/2023, the European Commission service contract, above mentioned, to design, plan, conduct and self – evaluate modules field exercises.

The APELL National Center for Disaster Management Foundation, being represented by  President, having its registered office in Turda, 101 Dr I Ratiu Street, county Cluj, post code 401151, Romania hereinafter referred to as „CN APELL-RO”,

of the one part,

and

Czech Republic - Hasičský záchranný sbor Moravskoslezského kraje (Fire Rescue Brigade of Moravian-Silesian Region) - (hereinafter referred to as “the Partner”) being represented, for the purpose of signature of this contract, by brig. gen. Ing. Radim Kuchar, Director of the Hasičský záchranný sbor Moravskoslezského kraje, having its registered office in Ostrava, Vyskovická 40, 700 30, Czech Republic, Identification number 70884561,

of the other part,

HAVE AGREED

The general conditions below and the **Annex I: “The cost calculation”**, which forms an integral part of this agreement (hereinafter referred to as ‘the Agreement’).

The Agreement is based upon the specifications to Call for Tender No ECHO/B3/SER/2019/06 and of the European Commission service contract, ECHO/SER/2019/814454:

” Exercises on civil protection modules, technical assistance and support teams, other response capacities and European Union civil protection teams – Cycle 11 (5 lots) - Design, plan, conduct & self-evaluate six field exercises for Water Related, Forest Firefighting and for CBRN Detection and Sampling capacities - Lot 2.” (ref: CN APELL-RO, hereinafter referred to as 'the Tender').

The terms set out in the Tender Specifications shall have precedence over those in the general conditions and the other Annexes. Subject to the foregoing, the several instruments forming part of the Agreement are to be taken as mutually explanatory. Ambiguities or discrepancies within or between such parts shall be submitted for clarification to the European Commission.

Article 1 – SUBJECT

1.1 The subject of the Agreement is the organisation of an exercise for international water related modules in the Moravian – Silesian Region, Czech Republic, from 17th to 20th October 2023 within the European Commission service contract, ECHO/SER/2019/814454, to 'Design, plan, conduct and self – evaluate exercises for civil protection modules and other response capacities'.

Article 2 – DURATION

2.1 The Agreement shall enter into force on the date on which both parties sign it.

CN APELL – RO
Signature

Agreement

Page 2 of 9

.....
Sig



- 2.2 Execution of the tasks under no circumstances may begin before the date on which the Agreement enters into force.
- 2.3 The duration of the tasks shall not exceed 12 months. This period and all other periods specified in the Agreement are calculated in calendar days. Execution of these tasks shall start from date of entry into force of the Agreement. The period of execution of the tasks may be extended only with the express written agreement of the parties before such period elapses.
- 2.4 The Agreement ends on the date of the payment of the balance by CN APELL-RO to the Partner.

Article 3 – ROLE AND OBLIGATIONS OF THE ORGANISER OF THE EXERCISE

- 3.1 The **Consortium** is the coordinating body and is responsible for the project management and performs all planning, administrative and coordination tasks. CN APELL-RO, as “Consortium Leader” in the Consortium, will be the main coordinator for **three full scale functional exercises** for Member States civil protection modules as described in the Tender.
- 3.2 The contractual amount will be paid in two separate payments defined in the articles 3.5.1 and 3.5.2.
- 3.3 The maximum total amount paid to the “Partner” under the agreement shall be 45.000 EURO (fortyfivethousand EURO) covering all tasks executed and based on the calculations detailed in Annex I, from which the cost in amount of 28.200 EURO (twentyeightthousandtwohundred EURO) for catering and social event will be payed by CN APELL-RO directly to the suppliers. The final payment will be agreed between CN APELL-RO and the Partner and will be based on the actual costs of participation, but will not exceed this amount.
- 3.4 Payments under the Agreement shall be made on the basis of a formal request for payment by the Partner or base on an invoice. The request of payment/invoice should include Partner bank account information (name of the bank, address of the branch in full, exact designation of account holder, full account number including codes, SWIFT code) as well as the following reference “ECHO/SER/2019/814454”. Payments shall be executed only if the Partner have fulfilled all their contractual obligations by the date on which the Request of payment/invoice is submitted. Payment requests/invoices may not be made if payments for previous periods have not been executed as a result of default or negligence on the part of the Partner.
- 3.5 Payments shall be made in accordance with the payment periods of the CN APELL-RO contract with the European Commission.
 - 3.5.1. The first payment, that is, the transfer of funds by the CN APELL-RO to the indicated account will be 50% of the total amount;
 - 3.5.2. Second payment of 50% of the total amount shall be transferred at the end of the exercise and after receiving an overview of the actual costs of participation at the exercise from the Partner.
- 3.6 CN APELL-RO shall have 15 days from the date on which the request/invoice was received (date post-stamp) to pay the requested amounts.
- 3.7 Payments shall be made to the Partner bank account denominated in CZK, identified as follows:



Name of the bank: Ceska narodni banka.

Address of the branch in full: Nadrazni 4, 702 00 Ostrava

Exact designation of account holder: Hasicky zachranny sbor Moravskoslezskeho kraje, Vyskoviccka 40, 700 30 Ostrava.

Full account number including codes (IBAN code): CZ88 0710 0000 1900 0193 3881.

BIC code: --

SWIFT code: CNBACZPP.

- 3.8 CN APELL-RO shall inform the Partner about any relevant instructions of the European Commission relating to the scope of this contract.

Article 4 – ROLE AND OBLIGATIONS OF THE PARTNER

- 4.1 The Partner is responsible for the design, plan, organization and conduction of the exercise in the Moravian – Silesian Region, Czech Republic, location based upon the guidelines and formats developed in the design phase of the project and supervised by CN APELL-RO.
- 4.2 The Partner will plan a four day field exercise, from 17th October 2023 in the in the Moravian – Silesian Region, Czech Republic.
- 4.3 On the basis of the model exercise the Partner shall plan one functional exercise which involves at least 6 modules (chosen from Water related modules and/or other response capacities in CECIS).
- 4.4 The Partner accepts all the provisions of the service agreement with the Commission as detailed in the Tender relating to the content of the exercise and the requirement that the Modules capabilities are registered in the CECIS database of the Commission on the date of their respective exercises.
- 4.5 The Host Partner will designate for the exercise a Venue manager. The venue manager is part of the exercise control and supports the Chief Exercise Controller and is during the exercise responsible for the instruction of the safety officers and local role play. The venue manager knows the complete script and what is required to play in certain inject. He has the direct lines to his organisation, ensuring that everything is at the right moment at the right place. The venue manager arranges all practical issues for example the availability of transportation, accommodation and the supplies of certain goods. The venue manager directs a team of coordinators (on site commanders) who are responsible for coordination of the safety officers, role-players and logistics. In addition, the venue manager has the support of a colleague, who will ensure that 24/7 someone is available that can direct the local organisation.
- 4.6 In the event of an emergency relief operation where the Partner team and or equipment is required (force majeure), the Partner reserves the right to cancel or reduce its participation in the concerned exercises.

Article 5 – GENERAL ADMINISTRATIVE PROVISIONS


- 5.1 Any communication relating to the Agreement shall be made in writing and shall mention the Agreement number. Ordinary mail shall be deemed to have been received by the parties at the date on which it is registered by the department responsible indicated below. Communication shall be sent to the following addresses:

5.1.1. CN APELL-RO:


CN APELL – RO
Signature

Agreement



APELL National Centre for Disaster Management Foundation
Dr. Ioan Ratiu Street 101, RO-401151 Turda (Cluj County),
CIF 21422709, phone 

5.1.2. The Partner:

Hasičský záchranný sbor Moravskoslezského kraje (Fire Rescue Brigade of Moravian-Silesian Region), Vyskovická 40, 700 30 Ostrava, Czech Republic
Phone: 

Article 6 - CONFLICT OF INTEREST

- 6.1 The Partner undertake all the necessary measures to prevent any risk of conflicts of interest, which could affect the impartial and objective performance of the agreement. Such conflicts of interest could arise in particular as a result of economic interest, political or national affinity, family or emotional reasons, or any other shared interest.
- 6.2 Any situation constituting or likely to lead to a conflict of interest during the performance of the grant agreement must be brought to the attention of CN APELL-RO, in writing, immediately. The Partner immediately takes whatever steps are necessary to rectify this situation. CN APELL-RO, reserves the right to check that the measures taken are appropriate and may itself take further action if this is deemed necessary.

Article 7: CONFIDENTIALITY

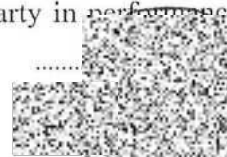
- 7.1 The contracting parties undertake to treat in strictest confidence and not make use of/or divulge to third parties any information or documents which are linked to the performance of the Agreement to the extent permitted by national legislation. The contracting parties shall remain bound by this obligation beyond the completion of the tasks.

Article 8: USE DISTRIBUTION AND PUBLICATION OF INFORMATION AND DATA PROTECTION

- 8.1 The Partner shall authorize CN APELL-RO to process, use, distribute and publish, for purposes related to the scope of the Agreement, in particular the identity of the Partner and the subject matter of the Agreement.
- 8.2 Any personal data included in the Agreement shall be processed pursuant to Regulation (EC) 679/2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data. It shall be processed solely for the purposes of the performance, management and follow-up of the Agreement by and the European Commission. The Partner shall have the right of access to his personal data and the right to rectify such data that is inaccurate or incomplete. Should the Partner have any queries concerning the processing of his personal data, he shall address them to the CN APELL-RO.

Article 9: CIVIL LIABILITY

- 9.1 Neither party shall be liable for damage sustained by the other party in performance of the



Agreement, except in the event of wilful misconduct or gross negligence on the part of the former party.

- 9.2 The Partner shall be liable for any loss or damage caused by himself in the performance of the Agreement, including in the event of subcontracting under Article 11.1., Partner shall not be liable for any act or default on the part of the Partner in the performance of the Agreement.
- 9.3 The Partner shall provide compensation in the event of any action on his territory, claim or proceeding brought against CN APELL-RO by a third party as a result of damage caused by the Partner in the performance of the Agreement.
- 9.4 In the event of any action on the territory of the Partner brought by a third party against CN APELL-RO in connection with performance of the Agreement, the Partner shall assist CN APELL-RO. Expenditure incurred by the Partner to this end shall be borne by CN APELL-RO.
- 9.5 Appropriate insurance shall exist for the equipment and the participants on the exercise.

Article 10: FORCE MAJEURE

- 10.1 Force majeure means any unforeseeable and exceptional situation or event beyond the control of the contracting parties which prevents either of them from performing any of their obligations under the Agreement, was not due to error or negligence on their part or on the part of a subcontractor, and could not have been avoided by the exercise of due diligence. Defects in equipment or materials or delays in making it available, labour disputes, strikes or financial problems cannot be invoked as force majeure, unless they stem from a relevant case of force majeure.
- 10.2 Without prejudice to the provision of 10.1, if either contracting party is faced with force majeure, it shall notify the other party immediately by registered letter with acknowledgement of receipt or equivalent, stating the nature, likely duration and foreseeable effects.
- 10.3 Neither contracting party shall be held in breach of its contractual obligations if it has been prevented from performing them by force majeure. Where the Partner is unable to perform his contractual obligations owing to force majeure, he shall have the right to remuneration only for tasks actually executed.
- 10.4 The contracting parties shall take the necessary measures to reduce damage to a minimum.

Article 11: SUBCONTRACTING

- 11.1 The Partner shall inform in writing of subcontracting parts of the contract to third parties. In any case the Partner shall none the less remain bound by his obligations to CN APELL-RO under the Agreement and bear exclusive liability for the proper performance of the Agreement.

Article 12: TAXATION

- 12.1 The Partner shall have sole responsibility for compliance with the tax law

CN APELL – RO
Signature

Agreement



him. Failure to comply shall make relevant invoices invalid.

- 12.2 Invoices presented by the Partner shall indicate his place of taxation for VAT purposes and shall specify separately the amounts not including VAT and the amount including VAT and if applicable, include written evidence of exemption of taxes and duties, including VAT.

Article 13: ASSIGNMENT

- 13.1 The Partner shall not assign the rights or obligations arising from the Agreement, in whole or in part, without prior written authorization form.
- 13.2 In the absence of the authorization referred to in 13.1 above, or in the event of failure to observe the terms thereof, assignment by the Partner shall not be enforceable against and shall have no effect on CN APELL-RO.

Article 14: AMENDMENTS

- 14.1 Any amendment to the Agreement shall be the subject of a written agreement concluded by the contracting parties. An oral agreement shall not be binding on the contracting parties.

Article 15: SUSPENSION OF THE AGREEMENT

- 15.1 In case the European Commission decides to suspend the execution of the tasks under the agreement, neither CN APELL-RO nor the Partner shall be entitled to claim compensation on account of suspension of the Agreement or part thereof.

Article 16: TERMINATION BY EITHER CONTRACTING PARTY

- 16.1 Either party to the Agreement may, of its own volition and without being required to pay compensation, terminate the Agreement by serving formal prior notice 60 days in advance. If CN APELL-RO terminates the Agreement, the Partner shall only be entitled to payment corresponding to part-performance of the Agreement. On receipt of the letter terminating the Agreement, the Partner shall take all appropriate measures to minimize costs, prevent damage, and cancel or reduce his commitments. If The Partner terminates the Agreement, CN APELL-RO pays The Partner the amount of the costs that has been calculated until the termination of the Agreement.

Article 17: APPLICABLE LAW AND SETTLEMENTS OF DISPUTES

- 17.1 Any controversy or dispute arising out of the Agreement shall be resolved amicably by the contracting parties by negotiation. In the event that initial negotiations are not successful, either party shall have the option to refer a controversy or dispute to a higher level within the parties' respective organization.
- 17.2 In the event that the controversy or dispute is not resolved by negotiation, either contracting party shall have the option to refer it for settlement in accordance with the law and forum set out in the Service Contract between CN APELL-RO and the European Commission (NO. ECHO/SER/2019/814454). Specified in article I.12:



I.12.1. The Contract shall be governed by Union law, complemented, where necessary, by the law of Belgium.

I.12.2. The courts of Brussels have exclusive jurisdiction over any dispute regarding the implementation, application or validity of the contract.

SPECIAL FEATURES (COVID)

Special attention will be given to COVID 19 measures. All personal must comply with the Covid regulations of the transiting countries and host country. The safety and security measures will be presented to the participants by the organizers.

All modules must keep complete lists of names with contact details. The same is binding for the venue management for all persons who are deployed within the framework of EU MODEX or who visit EU MODEX.

The possibility of testing all personal on arrival with the support of the venue may be possible.

SIGNATURE

For the CN APELL-RO Foundation

President,



Stamp and Signature:

Executive Director,



Signature:

Done at

Date:

For the Czech Republic - Hasičský záchranný sbor Moravskoslezského kraje

Director

brig. gen. Ing. Radim Kuchar

Stamp and Signature:



Done at

Date: **05. 10. 2023**

In duplicate in English

ANNEX 1: THE COST CALCULATION

Financial fact sheet venue management

Category of expenses	Costs (EURO)
Site preparation	
Site preparation before exercise	2 750
Total Costs (EUR)	2 750
Transport	
<ul style="list-style-type: none"> - Transfer from airport - EXCON, trainers, management staff, MEDIA Team, Certifiers, Observers - Transport during the exercise to the sites - EXCON, trainers, management staff, MEDIA Team, Certifiers, Role players, Observers 	
Fuel for vehicles	4 300
Total Costs (EUR)	4 300
Room rentals and office materials	
<ul style="list-style-type: none"> - EXCON- LEMA, Trainers, Certifiers, Role players, - Social event 	
Working Rooms	0
Location for social event	0
Total Costs (EUR)	0
Accommodation	
- EXCON, Trainers, Certifiers, Observers, Media, Consortium partners	
Rooms	0
Total Costs (EUR)	0
Catering	
<ul style="list-style-type: none"> - EXCON, Trainers, Certifiers, Observers, Media, Consortium partners, Exercise organizers, Role players, VIP (the cost will be paid by CN APELL-RO directly to the suppliers) 	
Meals (three times/day, at least one hot meal)	18 000
Coffee breaks	
Refreshments	10 200
Social event	
Total Costs (EUR)	28 200
Visibility and communication	
Internet network for the exercise management	0
Local sim cards	100
Total Costs (EUR)	100
Other costs	
Presents	1 500
Personal protective equipment	900
Repair and maintenance of technical equipment and vehicles	7 250
Total Costs (EUR)	9 650

Date 05. 10. 2023

Stamp & Signature

CN APELL – RO
Signature

Agreement

Page 9 of 9



Exercise venue:

- Meals for exercise controllers, trainers, evaluators, observers, support personnel, actors and others must be made available three times daily in the field, including at least one hot meal per day.
- Sufficient beverages must be available 24/7 to avoid dehydration (hot drinks in cold weather) of support personnel and actors etc.
- Accommodation: beds in tents or buildings must be provided for support personnel and actors as well as single rooms for certifiers, observers and others – trainers double rooms.
- Shall offer MEDEVAC (Medical Evacuation) and a dedicated medical service in case of real emergencies during the exercise.
- Site preparation.
- Social event.
- Transport in site and airport transfer.
- Visibility & communication.
- Core group meeting, venue manager, safety officers, on site commanders, etc.
- Office material, consumables for excon, trainers, etc.
- Refreshments.

