

CALL FOR EXPRESSIONS OF INTEREST
CEDEFOP No CEI/VET/2003

1. **Contracting authority:** European Centre for the Development of Vocational Training (Cedefop), Europe 123, GR- 57001 Thessaloniki (Pylea). Tel.: (30-2310) 49 01 11. Fax: (30-2310) 49 00 49.
2. **Call for expressions of interest:** Natural or legal persons wishing to be included in the list of qualified potential contractors are invited to submit an application in accordance with the provisions of this notice.

The contracting authority will include in the list all applicants who meet the criteria set out in section 7 below.

For each specific contract relating to the themes described in section 3, the contracting authority will forward the invitation to tender and the specifications to all candidates meeting the relevant criteria or to certain candidates selected on the basis of appropriate pre-selection criteria for the contract concerned.

3. **Description of the main background and the themes covered by this CEI:**

For information regarding the main background, please click on the relevant address:

- The medium-term priorities for the period 2003-2006 (http://www.cedefop.eu.int/download/current_act/mtp_4022_en.pdf)
- The future objectives for education and training (http://www2.trainingvillage.gr/etv/quality/techn_group/14343-en2.doc) and the Copenhagen-declaration (http://www2.trainingvillage.gr/etv/quality/techn_group/declaration_english.doc) on enhanced co-operation in vocational education and training
- Networking activities linked to:
 - The network of reference and expertise (ReferNet): (<http://www.cedefop.eu.int/directory.asp?refernet>)
 - The virtual communities: (<http://cedefop.communityzero.com>)
 - Service to the social partners and the social dialogue (http://www.trainingvillage.gr/etv/Projects_Networks/SocialP/)

The main themes:

- The 11 themes in the Knowledge Management System (<http://www.trainingvillage.gr/etv/>), which will guide in the future more systematically our cooperation and networking activities:
 - General policy context – framework for the knowledge society;
 - Policy development – objectives, frameworks, mechanisms, priorities;
 - Institutional framework – provision of learning opportunities;
 - Initial education and training – horizontal and vertical pathways;
 - Post-initial education and training (continuing VET and Adult education);
 - Developing learning facilitators;
 - Skills and competence development and innovative pedagogy;
 - Validation of learning – recognition and mobility;
 - Guidance and counselling for learning, career and employment;
 - Financing: investment in human resources;
 - The European dimension - the open area of European Lifelong Learning and the international dimension.

4. **Validity:** The compiled list will remain valid for 3 years from the date of dispatch of the notice for publication to the Office for Official Publications of the European Union i.e. **17.07.2003**. Applications may be submitted at any time during this period with the exception of the last three months (as per postmark). Applications bearing a postmark after this date will not be considered.
5. **Groups** of service providers may apply. Any such group, should its application be accepted, will be included on the list as a group, and should they be invited to tender, will be invited to tender as a group. Groups must nominate a lead member, who will take full responsibility for the work of the group as a whole, should the group be awarded a contract.
6. **Submission of applications:**
- a) Applications sent by registered mail (and by e-mail to vet@cedefop.eu.int) or by hand delivery (and by e-mail to vet@cedefop.eu.int) should be addressed to: European Centre for the Development of Vocational Training (Cedefop), Legal and Contract Management Service, Attention of Mr Pavlos Longinidis, Europe 123, GR- 57001 Thessaloniki (Pylea). Tel.: (30-2310) 49 00 35. Fax: (30-2310) 49 00 28. Applications sent only by e-mail or fax will not be accepted.
- b) The envelope should be clearly marked: **Call for Expressions of Interest “CEDEFOP No CEI/VET/2003”**.
- c) Applicants must apply using the official application form which can be found on Cedefop’s website <http://www.cedefop.eu.int>, also available upon request from the Legal and Contract Management Service, Attention of Mr Pavlos Longinidis, Europe 123, GR- 57001 Thessaloniki (Pylea). Tel.: (30-2310) 49 00 64. Fax: (30-2310) 49 00 28.
- d) The applications must be presented in the following order and include:
- i) administrative information sheet duly completed (as per sheet A);
 - ii) all requested certified documents (as per sheet B) and the declaration on exclusion criteria form (Annex I) duly signed;
 - iii) all documents requested relating to the selection criteria (as per sheet C) where Annex II is duly completed, to describe the applicant’s technical and professional capacity.
7. **Exclusion and selection criteria:**
- 7.1. Applicants shall be excluded from participation from this CEI for the following reasons (please see sheet B for further details):
- a) bankruptcy, b) conviction of an offence, c) serious professional misconduct, d) non- fulfillment of social security and tax obligations, e) fraud, corruption and f) serious breach of contract in other procurement or grant award procedure financed by the Communities
- Contracts may not be awarded to candidates or tenderers who during a procurement procedure are:
- subject to a conflict of interest (for further details please see Art.20 of Cedefop’s Decision dated 31.03.2003 “Implementing Rules”);
 - guilty of misrepresentation in supplying the information required by the Contracting authority as a condition of participation in the contract procedure or fail to supply this information.
- 7.2. Selection criteria (see application form for further details, sheet C): Applicants will be evaluated according to the following selection criteria:
- technical and professional capacity;
 - economic and financial capacity;
 - proof of enrollment on a professional or trade register.
8. **Date notice sent: 17.07.2003.**
9. **Date notice received by the Office for Official Publications of the European Union: 17.07.2003.**