

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:92824-2010:TEXT:EN:HTML>

GR-Thessaloniki: data collection skills obsolescence among ageing workers

2010/S 63-092824

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S)

Cedefop — European Centre for the Development of Vocational Training
Europe Street 123, PO Box 22427
Contact: Ms Dimitra Eleftheroudi
Attn: Mr George Paraskevaidis
551 02 Thessaloniki
GREECE
E-mail: c4t-services@cedefop.europa.eu
Fax +30 2310490028

Internet address(es)

General address of the contracting authority <http://www.cedefop.europa.eu>
Address of the buyer profile <http://www.cedefop.europa.eu>

Further information can be obtained at: As in above-mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s)

Tenders or requests to participate must be sent to: As in above-mentioned contact point(s)

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES

European institution/agency or international organisation
The contracting authority is purchasing on behalf of other contracting authorities No

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority

Data collection skills obsolescence among ageing workers.

II.1.2) Type of contract and location of works, place of delivery or of performance

Services
Service category: No 10
Main place of performance the tasks must be completed externally.

II.1.3) The notice involves

A public contract

II.1.4) Information on framework agreement

II.1.5) Short description of the contract or purchase(s)

The aim of this contract is to deliver a dataset which enables Cedefop to carry out detailed analysis of skill obsolescence among ageing workers. The dataset will result from a survey among employed individuals in at

least 3 EU Member States using a questionnaire developed in close consultation with Cedefop. Next to the dataset, a data collection and quality report should be provided.

II.1.6) **Common procurement vocabulary (CPV)**

79311200

II.1.7) **Contract covered by the Government Procurement Agreement (GPA)**

Yes

II.1.8) **Division into lots**

No

II.1.9) **Variants will be accepted**

No

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

II.2.1) **Total quantity or scope**

Estimated budget available for this activity is 95 000 EUR.

II.2.2) **Options**

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION**

Starting 1.10.2010. Completion 31.8.2011

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

III.1.1) **Deposits and guarantees required**

Not applicable.

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them**

Payments will be made within 30 days of submission of invoices and at the conditions set out in the draft contract.

Pre-financing: 30 % after contract signature.

Interim payment: 30 % after submission of interim report.

Payment of the balance: 40 % after submission of final report.

For further details please refer to the draft contract.

III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

Tenderers may choose between submitting a joint offer as a consortium/grouping or by introducing a bid as a single tenderer, in both cases with the possibility of having 1 or several subcontractors. Whichever type of bid is chosen, the tender must stipulate the legal status and role of each legal entity in the tender proposed.

For more information please refer to the tender documents.

III.1.4) **Other particular conditions to which the performance of the contract is subject**

Yes

Subcontracting is allowed and is defined as the situation where a contract has been or is to be established between Cedefop and a contractor and where the contractor, in order to carry out that contract, enters into legal commitments with other entities for performing part of the service. If awarded, the contract will be signed by the selected tenderer (the contractor), who will be vis-à-vis Cedefop the only contracting party responsible for the performance of this contract. Cedefop has no direct legal commitment with the subcontractor(s).

For more information please refer to the tender documents.

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers

Information and formalities necessary for evaluating if requirements are met: Tenderers must meet the exclusion and selection criteria and have the legal position to allow them to participate in this tendering procedure. Participation to this tender is only open to tenderers who are in a position to subscribe in full to the declaration on exclusion criteria and absence of conflict of interest in Annex C of the tender documents. For more information please refer to the tender documents.

III.2.2) Economic and financial capacity

Information and formalities necessary for evaluating if requirements are met: The tenderer must be in a stable financial position and have the economic and financial capacity to perform the contract.

Minimum level(s) of standards possibly required Proof of economic and financial capacity must in particular be furnished by the following:

— a statement of tenderer's turnover supported by audited financial statements including the profit and loss account or equivalent for each of the last 3 years.

In case of consortium (grouping) or subcontracting each member of the consortium and all subcontractors (in line with point 4.1 or 4.2 of the tender documents) must provide the required evidence for the economic and financial capacity.

In case tenderers are unable to furnish such documents they are required to provide justification for non-provision.

III.2.3) Technical capacity

Information and formalities necessary for evaluating if requirements are met:

Tenderers must demonstrate qualifications, knowledge, skills and the ability to perform the tasks outlined in the technical specifications.

Minimum level(s) of standards possibly required

In particular, the tenderer must comply with the following requirements:

— 3 years' individual experience and 5 years' company's experience in the field of empirical data collection (development, design and implementation of international surveys in social science contexts) including the linguistic capacity to understand, speak and write fluently to a high standard in English during the entire course of the project,

— technical capacity for carrying out a survey among individuals focusing on skills obsolescence in targeted Member States.

The following documents or information must be presented as evidence of compliance with the above criteria:

— description of the professional capacity of the tenderer, especially with regards to empirical data collection among individuals in social science contexts and linguistic ability, attested by:

the detailed CVs of those involved in providing the services showing 3 years' individual experience;

a company profile;

a list of contracts/projects/studies similar in terms of size, nature and duration carried out by the tenderer over the past 5 years,

— a description of the tenderer's empirical data collection infrastructure (facilities, etc.) to develop, design and carry out surveys among individuals.

In case of consortium or subcontracting, the consortium or the tenderer with all subcontractors together have to provide evidence of technical and professional capacity as a whole.

III.2.4) Reserved contracts

No

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) **Execution of the service is reserved to a particular profession**

No

III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service**

Yes

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure**

Open

IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate**

IV.1.3) **Reduction of the number of operators during the negotiation or dialogue**

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

IV.2.2) **An electronic auction will be used**

No

IV.3) **ADMINISTRATIVE INFORMATION**

IV.3.1) **File reference number attributed by the contracting authority**

'AO/RPA/JVLOO-PDE/DataSkillsObsolescence/001/10'.

IV.3.2) **Previous publication(s) concerning the same contract**

No

IV.3.3) **Conditions for obtaining specifications and additional documents**

Time limit for receipt of requests for documents or for accessing documents 27.4.2010

Payable documents No

IV.3.4) **Time-limit for receipt of tenders or requests to participate**

11.5.2010

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**

Spanish. Danish. German. Greek. English. French. Italian. Dutch. Portuguese. Finnish. Swedish. Czech. Estonian. Hungarian. Lithuanian. Latvian. Maltese. Polish. Slovak. Slovenian. Irish. Bulgarian. Romanian.

IV.3.7) **Minimum time frame during which the tenderer must maintain the tender**

Until 11.11.2010

IV.3.8) **Conditions for opening tenders**

Date: 25.5.2010 - 11:00

Place Cedefop's premises.

Persons authorised to be present at the opening of tenders Yes

Each tenderer may be represented at the opening of tenders by 1 person. The name of the person attending the opening must be notified in writing by fax (fax No +30 2310490028) or by e-mail (C4T-services@cedefop.europa.eu) at least 2 working days prior to the opening session.

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT**

No

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS**

No

VI.3) **ADDITIONAL INFORMATION**

The tender documents will be available on Cedefop's website: <http://www.cedefop.europa.eu/EN/working-with-us/public-procurements/calls-for-tenders.aspx>

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures**

VI.4.2) **Lodging of appeals**

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

19.3.2010