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**Greece-Thessaloniki: Initial VET qualifications at EQF levels 3 and 4
2016/S 135-242323**

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

Cedefop — European Centre for the Development of Vocational Training
Europe Street 123, PO Box 22427
Thessaloniki
551 02
Greece
Contact person: Ms Dimitra Eleftheroudi
Telephone: +30 2310490064
E-mail: c4t-services@cedefop.europa.eu
Fax: +30 2310490028
NUTS code: GR122

Internet address(es):

Main address: <http://www.cedefop.europa.eu>

I.2) Joint procurement

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.cedefop.europa.eu/about-cedefop/public-procurement>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted to the abovementioned address

I.4) Type of the contracting authority

European institution/agency or international organisation

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Initial VET qualifications at EQF levels 3 and 4.
Reference number: AO/DSI/SPEV/Qualifications_EQF_levels_3&4/011/16.

II.1.2) Main CPV code

73000000

II.1.3) Type of contract

Services

II.1.4) Short description:

The key objective of this study is to contribute to better understanding of the comparability of qualifications from initial vocational education and training (IVET), assigned to levels 3 and 4 of the European qualifications framework (EQF) through the respective national qualifications frameworks (NQFs). It will map the qualifications linked to the EQF levels, collect and analyse evidence on how learning outcome approaches have been used for assigning initial vocational qualifications to NQF/EQF levels. The analysis will not only focus on technical evidence, but also take into account broader social and economic contexts in which qualifications are embedded.

II.1.5) Estimated total value

Value excluding VAT: 260 000.00 EUR

II.1.6) Information about lots

This contract is divided into lots: no

II.2) Description

II.2.1) Title:

II.2.2) Additional CPV code(s)

II.2.3) Place of performance

NUTS code: 00

Main site or place of performance:

The tasks will be completed in the contractor's premises.

II.2.4) Description of the procurement:

The estimated budget for the required services described in this call for tenders is in the order of 260 000 EUR (without VAT).

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 18

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: no

II.2.12) Information about electronic catalogues

II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14) Additional information

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Participation in this tender procedure is only open to tenderers who are in a position to subscribe in full to the 'Declaration on honour on exclusion criteria and selection criteria', given in Annex C of the procurement documents.

All tenderers, all group (consortium) members (if any) and any subcontractor/s (identified as per the 2 bullet points in the fourth paragraph of point 4.2 of the procurement documents) must provide the declaration on honour found in Annex C duly signed and dated.

— 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.

— 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 procurement documents.

III.1.2) **Economic and financial standing**

List and brief description of selection criteria:

The tenderer must be in a stable financial position and have the economic and financial capacity to perform the contract.

Requirement:

— the average annual turnover of the tenderer for the last 3 (2013, 2014, 2015) financial years in the field of research and comparative analysis of vocational education and training and/or labour market should be at least 300 000 EUR.

Minimum level(s) of standards possibly required:

Proof of economic and financial capacity must be furnished by the following document:

— signed statement (please fill in and sign your statement in questionnaire 2 of Annex G of the procurement documents) of the tenderer's turnover for the last 3 financial years in the field of research and comparative analysis of vocational education and training and/or labour market.

In the case of a consortium (grouping) or subcontracting each member of the consortium and all subcontractors (in line with points 4.1 or 4.2 of the procurement documents) must provide the required statement for the economic and financial capacity, but the assessment of whether the minimum requirement is met will bear on the consortium as a whole or the tenderer together with his subcontractors.

In the event of recommendation for contract award the winning tenderer (single tenderer or in the case of a consortium (grouping) each member of the consortium) will be requested to prove the above by submitting audited financial statements (audited profit and loss account/statement or equivalent) if these are foreseen by the respective national legislation. Should total subcontracting exceed 40 % of the work by value, Cedefop reserves the right to request audited financial statements also from the subcontractors. For tenderers or subcontractors (identified as per any of the 2 bullet points in paragraph 4 of Article 4.2 of the procurement documents) who are natural persons/freelancers, a tax declaration and tax clearance statement for the last 3 financial years will be requested.

If, for some exceptional reason the winning tenderer (or any consortium member or subcontractor) is unable to provide 1 or the other of the above documents, they will be required to justify the non-provision and may prove his economic and financial capacity by any other document which Cedefop considers appropriate. Cedefop reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

III.1.3) **Technical and professional ability**

List and brief description of selection criteria:

The tenderers are required to have sufficient technical and professional capacity to perform the contract.

They must demonstrate qualifications, knowledge, skills and the ability to perform the tasks outlined in the terms of reference.

Requirements for technical and professional capacity:

— have performed at least 3 contracts in the past 3 years (to have been concluded by the deadline of submission of offers) in the field of research and comparative analysis of vocational education and training and/or labour market. The required combined total value of these at least 3 contracts should be at minimum 300 000 EUR,

— the tenderer's key experts, whose involvement will be instrumental for the implementation of the contract, must have the relevant to the subject of the contract profiles, knowledge and experience for the successful implementation of the contract.

Expert 1: project leader:

- a university degree,
- at least 5 years' experience of leading and organising an international team of experts,
- at least 5 years' experience of running European and/or international research projects together with a team of international experts,
- at least 5 years of experience in comparative analysis of (vocational) education and training at European and/or international level,
- knowledge of vocational education and training systems in Europe and learning outcomes issues (conceptual and practical) proven by at least 3 relevant publications or involvement in 3 international projects,
- languages: linguistic ability to communicate and draft to a high standard in English (level C1 as determined in 'Language levels of the Common European Framework of Reference (CEF)').

Expert 2: core project team members:

Members of the core project team have a crucial role in implementing the contract; they must fulfil the following minimum requirements:

- a university degree,
- at least 3 years' involvement in European and/or international research projects,
- at least 3 years' experience working in comparative analysis of (vocational) education and training at European and/or international level,
- knowledge of vocational education and training systems in Europe and learning outcomes issues (conceptual and practical) proven by at least 2 relevant publications or involvement in 2 international projects,
- knowledge of empirical research methodologies and qualitative and quantitative data analysis, proven by involvement in at least 1 project,
- languages: linguistic ability to communicate and draft to a high standard in English (level C1 as determined in 'Language levels of the Common European Framework of Reference (CEF)').

Expert 3: country experts:

These experts must fulfil the following requirements related to the education and training system of their country or a relevant area:

- a university degree;
- at least 3 years of experience in policy analysis and/or comparative research in the fields of education, training and/or employment, proven by involvement in 1 project and/or publication,
- relevant knowledge of the country's context, the education, training and qualifications systems/frameworks, VET qualifications, learning outcomes and labour market, proven by involvement in at least 2 relevant projects,

— languages: linguistic ability to communicate and draft in English (level B2 as determined in 'Language levels of the Common European Framework of Reference (CEF)').

Minimum level(s) of standards possibly required:

Proofs/evidence of technical and professional capacity:

The following documents or information must be presented by the tenderer to prove his technical and professional capacity to perform the proposed contract:

— brief company profile (please fill in questionnaire 4 in Annex G of the procurement documents) to prove the ability, technical know-how, experience in the field areas of the study,

— list of at least 3 contracts performed in the past 3 years in the field of research and comparative analysis of vocational education and training and/or labour market and with total amount of min. 300 000 EUR, describing the contracting authorities, the subjects, the amounts, the dates, the percentage and the specific tasks performed by the tenderer (please fill in questionnaire 3 in Annex G of the procurement documents),

— detailed CV (Europass format (<http://europass.cedefop.europa.eu>) or similar CV) of the project leader and core project team members and a short summary (1 page) of the fulfilment of the abovementioned criteria for the country experts (please fill in questionnaire 5 in Annex G of the procurement documents).

In the case of a consortium or subcontracting, the consortium or the tenderer with all subcontractors together have to provide evidence of technical and professional capacity as a whole (please see also 4.1 and/or 4.2 of the procurement documents).

III.1.5) Information about reserved contracts

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

III.2.2) Contract performance conditions:

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV: Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.1.6) Information about electronic auction

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

IV.2.2) Time limit for receipt of tenders or requests to participate

Date: 08/09/2016

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4) Languages in which tenders or requests to participate may be submitted:

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

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 07/03/2017

IV.2.7) Conditions for opening of tenders

Date: 22/09/2016

Local time: 11:00

Place:

Cedefop's premises in Thessaloniki.

Information about authorised persons and opening procedure:

Each tenderer may be represented at the opening of tenders by a maximum of 2 representatives. The names of the persons attending the opening must be notified in writing by fax (+30 2310 490 028) or by e-mail (C4T-services@cedefop.europa.eu) at least 3 working days prior to the opening session. Failing that, Cedefop reserves the right to refuse access to its premises.

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about electronic workflows

VI.3) Additional information:

The procurement documents will be available on Cedefop's website: <http://www.cedefop.europa.eu/about-cedefop/public-procurement>

Cedefop's website will be updated regularly, therefore tenderers must ensure that they visit the site regularly for updates up to the closing date for receipt of tenders.

VI.4) Procedures for review

VI.4.1) Review body

General Court

rue du Fort Niedergrünwald

Luxembourg

2925

Luxembourg

Telephone: +352 4303-1

E-mail: cfi.registry@curia.europa.eu

Fax: +352 43032100

Internet address: <http://curia.europa.eu>

VI.4.2) Body responsible for mediation procedures

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

VI.4.4) Service from which information about the review procedure may be obtained

General Court

rue du Fort Niedergrünwald

Luxembourg

2925

Luxembourg

Telephone: +352 4303-1
E-mail: cfi.registry@curia.europa.eu
Fax: +352 43032100
Internet address: <http://curia.europa.eu>

VI.5) **Date of dispatch of this notice:**
05/07/2016