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**Greece-Thessaloniki: Production of skills supply and demand forecasts
2016/S 034-054302**

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

Cedefop
Europe Street 123, PO Box 22427
Thessaloniki
551 02
GREECE
Contact person: Clotilde Assumel-Luridin
Telephone: +30 2310490287
E-mail: c4t-services@cedefop.europa.eu
Fax: +30 2310490028
NUTS code: GR122

Internet address(es):

Main address: 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:

Production of skills supply and demand forecasts.
Reference number: AO/DSL/VKVET/Skills forecasts/001/16.

II.1.2) Main CPV code

73000000

II.1.3) Type of contract

Services

II.1.4) Short description:

Cedefop's skills supply and demand forecasts are widely recognised and results feed into key EU policy and strategic documents. Since 2005, Cedefop has developed sound methodology producing reliable results for the whole EU. The main objective of this contract is to ensure the production of regular European skills supply and demand forecasts, consistent in scope and level of details with the previous releases.

II.1.5) Estimated total value

Value excluding VAT: 1 200 000.00 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 must be completed outside Cedefop in the contractor's premises.

II.2.4) Description of the procurement:

The first year work assignment (and first order form) will mainly focus on adopting the Cedefop methodology. Underlying model proposed by the contractor will be linked to the Cedefop modelling framework. To ensure this smooth transition period, Cedefop will steer the exchange of the knowledge and cooperation between the current contractor and the successful tenderer. This transition period is expected to take place in the first 6 months of the contract. The full set of forecasting results compatible with previous Cedefop forecasts are expected to be produced and tested by the end of the first contractual year.

Work assignments in the following years will focus on yearly updates of the forecasts taking into consideration the latest macroeconomic data and most actual underlying assumptions. The contractor will also be asked to support the detailed analyses as well as online publication of the results. The analyses should utilise the wide range of results produced by the forecast, include other qualitative information and be focused on developments within countries, sectors or occupations. Work assignments may also include further development and improvement of Cedefop modelling methodology, i.e. various parts and modules of the framework. All methodologic achievements and forecasting results will be subject to a validation process. At least 1 validation workshop per year should be organised with Cedefop's group of individual country experts to obtain validation of country specific results as well as feedback on any methodological developments. Workshops will be organised by the contractor (timing and content) in cooperation with Cedefop (administrative arrangements). The individual country experts may also be contacted in the course of the development process to ensure smooth development of tasks. The communication between the contractor and the country experts will be organised by Cedefop.

The key tasks are as follows:

— produce regular updates of the skills supply and demand forecasts:

- at the beginning of the works, adjust and adopt the methodology to meet Cedefop standards,
- systematic monitoring and update of all relevant data, closely follow international and European developments and revisions of methodologies, taxonomies and standards,
- regular update of all necessary modelling instruments,
- produce yearly updates of the forecasting results in the form of a baseline scenario,
- at least every second year, produce 2 alternative scenarios to the baseline (optimistic + pessimistic),
- produce other ad hoc scenarios if required by Cedefop,

- propose topics and issues suitable for further analysis,
 - reports on results and methodological improvements:
- produce at least 1 synthesis report (structure agreed upon with Cedefop) on the forecasting results,
- produce reports and briefing notes suitable for print or online publication,
- assist Cedefop's Web portal and skills panorama teams to ensure timely dissemination of forecasting results online,
- produce reports related to methodological improvements, if any,
- produce regular activity reports as agreed in individual order forms,
 - validation of the results and methodological achievements:
- contribute to organising regular workshops in cooperation with Cedefop and team of national experts,
- participate in e-mail exchanges with the network of national experts to ensure high-level inputs in the process,
- execute validation exercise on usability and robustness of the results with key stakeholders,
- organise a validation conference on skills forecasting and skills anticipation,
 - further development of Cedefop forecasting methodology and additional models:
- propose improvements on different models and modules of clear added-value and contribute to improving the robustness of results and reliability of developed scenarios within the 4-year time-frame of the contract,
- implement methodological improvements into the Cedefop modelling framework.

II.2.5) **Award criteria**

Criteria below

Quality criterion - Name: The level of understanding of the nature of the assignment in the context and results to be achieved / Weighting: 15

Quality criterion - Name: Methods and work organisation including the detailed time plan, ways and means to involve the group of national experts / Weighting: 40

Quality criterion - Name: Examples of written output based on forecasting data / Weighting: 20

Quality criterion - Name: Examples of data outputs (results for further dissemination) / Weighting: 10

Quality criterion - Name: Contract management and quality assurance / Weighting: 15

Price - Weighting: Quality: 60 Price: 40

II.2.6) **Estimated value**

Value excluding VAT: 1 200 000.00 EUR

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The contract shall enter into force on the date of signature of the last contracting party, shall have an initial duration of 1 year and will be automatically renewed up to 3 times, each for an additional period of 1 year, covering a total acquisition period of 4 years (1+1+1+1).

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. All tenderers, all group (consortium) members (if any) and any subcontractor/s must provide the declaration on honour found in Annex C duly signed and dated.

III.1.2) Economic and financial standing

List and brief description of selection criteria:

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

— signed statement of the tenderer's turnover for the last 3 financial years concerning the type of services and similar in nature to those making the subject of this call for tenders.

In the case of a consortium (grouping) or subcontracting, each member of the consortium and all subcontractors 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 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.

Minimum level(s) of standards possibly required:

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 financial years concerning the type of services covered in this call for tenders should be at least 300 000 EUR.

III.1.3) Technical and professional ability

List and brief description of selection criteria:

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,

— list of contracts performed in the past 3 years describing the contracting authorities, the subjects, the dates, the percentage and the specific tasks performed by the tenderer,

— the detailed CVs of the team members (preferably in Europass format) who will be proposed to implement the contract. The tenderer must provide at least the number of distinct CVs required for each profile. CVs of

the proposed team members should clearly indicate and describe which work experiences are relevant for the fulfilment of the contract, and clearly present the linguistic abilities, in particular in English,

— to demonstrate ownership of/access to the underlying multi-sectoral multi-country macroeconomic model of the requested quality:

— in case the tenderer or a member of the consortium owns/has access to such model, the tenderer is requested to submit supporting documents with detailed description of the model, policy document (report or article) based on outputs of this model (article or study) and example of the output files with the results as produced by the modelling software (EViews, Stata, R, XLS, etc.),

— in case the tenderer does not possess/does not have access to such model, the tenderer must demonstrate the capacity to develop one within the first 6 months of the contract, by:

presenting the ownership of/access to a model meeting the minimum requirement by submitting supporting documents with a detailed description of the model, examples of policy documents based on outputs of the model and output files with the results produced by the modelling software (EViews, Stata, R, XLS, etc.); and presenting a detailed time plan with key milestones on how to extend the current model to the one requested by Cedefop in the first 6 months of the contract.

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.

Minimum level(s) of standards possibly required:

At least 1 contract performed in the past 3 years on labour market forecasting or multi-country, cross-sectoral comparative labour market analysis across EU Member States;

Ownership of an underlying macroeconomic model producing forecast of key macroeconomic parameters with focus on employment trends. The model has to enable the design and implementation of different scenarios reflecting various policy measures and alternative socio-economic development paths; the employment trends similar to the level of detail achieved by the current Cedefop forecast. The results are to be available for 28 EU Member states with possibility of further geographical extension.

In case the tenderer does not possess/does not have access to underlying multi-sectoral multi-country macroeconomic model of requested quality, the tenderer must demonstrate capacity to develop one within the first 6 months of the contract.

• Project leader:

university degree in social sciences, economics or mathematics;

at least 10 years of professional experience in the field of labour market forecasting;

experience with leading at least 1 EU-level project focused on forecasting and/or labour market analysis within the last 5 years;

the level of English should be at least C1 in accordance with the Common European Framework of Reference for Languages.

• Key experts (at least 2):

each key expert has to meet the following criteria:

hold a university degree in social sciences, economics, statistics, econometrics or mathematics;

at least 5 years of professional experience in the field of economic modelling and/or labour market analysis;

must have been professionally involved in at least 1 international research project on forecasting and/or labour market analysis in the last 5 years;

the level of English should be at least C1 in accordance with the Common European Framework of Reference for Languages.

The following expertise must be covered by the proposed group of key experts as a whole:

labour market modelling and forecasting;

development of the modelling tools;
running forecasts and incorporating results of qualitative analysis into quantitative outputs;
quantitative and qualitative analysis of labour market;
drafting high-level quality scientific articles and report on labour market analysis;
understanding education, training, employment and other related policies at different levels (EU, Member States, regions) and their impact on the labour market;
experience in developing socio-economic and policy scenario and scenario analysis;
cross-country, cross-sectoral and cross-occupational analysis.

- Experts (at least 2):

Each expert has to meet the following criteria:

hold a university degree in social sciences, economics, statistics, econometrics, mathematics;
at least 3 years of professional experience in the field of economic modelling and/or labour market and/or policy analysis;
the level of English should be at least B2 in accordance with the Common European Framework of Reference for Languages.

The following expertise must be covered by the proposed group of experts as a whole:

create, adjust and handle large-scale datasets;
run statistics, econometric and/or other quantitative analysis;
design, build and program different forecasting models, modules and systems;
create, design and develop baseline and alternative scenarios;
interpret results and conduct quantitative and qualitative analysis;
understand the functioning of economic systems and labour market in particular;
cross-country, cross-sectoral and cross-occupational analysis.

- Analyst-reporter/copy editor must possess:

at least 3 years of professional experience in drafting, reporting, copy-editing, and preparing texts for publication in English; proven by the list of publications in the last 3 years.

English: mother tongue/or C2 in accordance with the Common European Framework of Reference for Languages (attested by certificate).

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

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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: 04/04/2016

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:

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

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

Tender must be valid until: 04/10/2016

IV.2.7) Conditions for opening of tenders

Date: 18/04/2016

Local time: 11:00

Place:

Cedefop's premises.

Information about authorised persons and opening procedure:

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 (+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) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about electronic workflows

VI.3) Additional information:

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

Cedefop will be closed on 14.3.2016 and 25.3.2016.

VI.4) Procedures for review

VI.4.1) Review body

General Court

rue du Fort Niedergrünwald

Luxembourg

2925

LUXEMBOURG

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
Luxembourg
LUXEMBOURG

VI.5) **Date of dispatch of this notice:**

08/02/2016