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**Greece-Thessaloniki: The changing nature and role of vocational education and training in Europe  
2015/S 145-267089**

**Contract notice**

**Services**

Directive 2004/18/EC

**Section I: Contracting authority**

**I.1) Name, addresses and contact point(s)**

Cedefop — European Centre for the Development of Vocational Training  
PO Box 22427  
Contact point(s): Ms Dimitra Eleftheroudi  
For the attention of: Mr George Paraskevaïdis  
551 02 Thessaloniki  
GREECE  
Telephone: +30 2310490064  
E-mail: [c4t-services@cedefop.europa.eu](mailto: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 from:** The above mentioned contact point(s)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:** The above mentioned contact point(s)

**Tenders or requests to participate must be sent to:** The above mentioned contact point(s)

**I.2) Type of the contracting authority**

European institution/agency or international organisation

**I.3) Main activity**

Education

**I.4) Contract award on behalf of other contracting authorities**

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:**

The changing nature and role of vocational education and training in Europe.

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

Services

Service category No 8: Research and development services

Main site or location of works, place of delivery or of performance: The tasks will be completed in the contractor's premises. Meetings will take place at Cedefop's premises (Brussels and Thessaloniki).

NUTS code

**II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)**

The notice involves the establishment of a framework agreement

**II.1.4) Information on framework agreement**

Framework agreement with a single operator

**Duration of the framework agreement**

Duration in months: 36

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

This framework contract falls under Cedefop's support to the modernisation of VET systems in Europe. The study covered by the contract will contribute to a better understanding of how European vocational education and training (VET) is changing. The study takes as its starting point that traditional VET at upper secondary level is under considerable pressure in some countries. At the same time we observe that vocationally oriented education and training is frequently delivered by institutions outside the traditional VET sector — pointing towards a broader and more diverse definition of VET being applied. A key objective of the study, based on a mapping of developments during the last 2 decades, is to analyse these changes, taking into account factors internal as well as external to the education and training system. The contractor will collect and analyse relevant data at national and European level to address these issues. The work of the contractor will build on and contribute to previous and ongoing work of Cedefop.

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

73000000

**II.1.7) Information about Government Procurement Agreement (GPA)**

The contract is covered by the Government Procurement Agreement (GPA): no

**II.1.8) Lots**

This contract is divided into lots: no

**II.1.9) Information about variants**

Variants will be accepted: no

**II.2) Quantity or scope of the contract**

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

Cedefop will offer a single framework contract for a series of 6 work assignments. The following estimated budget is foreseen for each work assignment:

- (a) work assignment 1 — defining VET — approx. 63 000 EUR;
- (b) work assignment 2 — external factors influencing VET — approx. 185 000 EUR;
- (c) work assignment 3 — the changing role of initial VET at upper secondary level — approx. 185 000 EUR;
- (d) work assignment 4 — VET as lifelong learning — approx. 185 000 EUR;
- (e) work assignment 5 — VET in higher education — approx. 185 000 EUR;
- (f) work assignment 6 — synthesis and VET scenarios for the future — approx. 196 000 EUR.

The estimated total budget for the required services (for all 6 work assignments) described in this call for tenders is approx. 1 000 000 EUR (without VAT) over a maximum 36 month period. Tenderers should be aware that the information on volume is purely indicative, shall not be binding on Cedefop and should not be considered as a warranty as to the definitive value of the contract. The sum of the amounts of the order forms to be issued after the framework contract is signed may not reach the aforementioned estimated value for the framework contract. Cedefop will be contractually bound only by the amounts effectively entered in the successive signed order forms. The final value of the framework contract will ultimately depend on the orders which Cedefop may place through order forms.

**II.2.2) Information about options**

Options: no

**II.2.3) Information about renewals**

This contract is subject to renewal: no

**II.3) Duration of the contract or time limit for completion**

Duration in months: 36 (from the award of the contract)

**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 governing them:**

3 payments for each work assignment/order form are foreseen. Payments will be made as follows:

— pre-financing: 30 % after contract signature of each order form and within 30 days of submission of invoices and at the conditions set out in the draft contract,

— interim payment: 30 % after submission of interim report of each order form and within 60 days of submission of invoices and at the conditions set out in the draft contract,

— payment of the balance: 40 % after submission of final report of each order form and within 60 days of submission of invoices and at the conditions set out in the draft contract.

For further details please refer to the draft contract (Annex B to the tender documents).

**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 tenderer 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**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: 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 the 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 in 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 ability**

Information and formalities necessary for evaluating if the 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: Requirement:

The average annual turnover of the tenderer for the last 3 (2012, 2013, 2014) financial years concerning the type of services covered in this call for tenders should be at least 600 000 EUR.

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 tender documents) of the tenderer's turnover for the 3 years concerning the type of services 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 (in line with point 4.1 or 4.2 of the tender 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 also request audited financial statements 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 tender 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 one or other of the above documents, he or she will be required to justify the non-provision and may prove his or her 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.2.3) **Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:

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.

Minimum level(s) of standards possibly required:

Requirements:

— the tenderer must have adequate experience in the field of research and comparative analysis on labour market and/or vocational education and training at the European level, having performed contracts with a total minimum contract value of 600 000 EUR during the last 3 years (to have been concluded by the deadline for submission of offers),

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

Key expert 1: project leader(s) (minimum 1 member):

Requirements:

— a university degree,

— at least 5 years' experience of leading and organising a team of experts,

— at least 5 years' experience of running European and/or international research projects together with a team of international experts,

- a minimum of 5 years of experience in comparative analysis of (vocational) education and training at the European and/or international level,
- knowledge of vocational education and training systems and developments in Europe, conceptually and empirically, proven by relevant publications and involvement in projects,
- knowledge of the relationship between European and/or international education and training systems and the labour market, proven by relevant publications and involvement in 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)').

Key experts 2: project team members (minimum 5 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 a coordinating role in European and/or international research projects,
- at least 3 years' experience working in comparative analysis of vocational education and training at the European and/or international level,
- knowledge of empirical research methodologies and qualitative and quantitative data analysis, including related technologies, proven by involvement in relevant projects,
- analytical skills with regard to qualitative and quantitative information, proven by participation in statistics-based 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)').

Key experts 3: country experts:

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

- minimum 3 years' individual experience in policy analysis and/or comparative research in the fields of education, training and/or employment, proven by involvement in projects and publications,
- relevant knowledge and experience with regard to policies, strategies and practices concerning vocational education and training, proven by involvement in relevant projects,
- knowledge of the education and training system of the relevant country, proven by relevant publications or involvement in 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)').

Proof/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 tender documents) with clear reference to its experience and expertise 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 on labour market and/or vocational education and training at the European level, 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 tender documents),
- the Europass curriculum vitae format (<http://europass.cedefop.europa.eu>) or similar format shall be filled in by each person involved in the execution of the tasks foreseen in the tender. CVs must clearly specify at the top the role(s) of the expert in the team. Each CV must include a brief Annex synthesising information aimed at demonstrating the professional capacity of the team member as requested above. In particular the Annex

should clearly indicate which work experiences are relevant for the fulfilment of the specific aforementioned requirements (specifying dates, employer, and main activities and responsibilities), and clearly present the linguistic abilities, in particular in English. The CV of the project leader should also include a list of publications relevant to the subject of the call, in which the proposed team member has participated.

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 tender documents).

III.2.4) **Information about reserved contracts**

III.3) **Conditions specific to services contracts**

III.3.1) **Information about a particular profession**

Execution of the service is reserved to a particular profession: no

III.3.2) **Staff responsible for the execution of the service**

Legal persons 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) **Information about electronic auction**

IV.3) **Administrative information**

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

'AO/DSI/JP/Changing\_Role\_of\_Vet/009/15'.

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

no

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

Payable documents: no

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

28.9.2015

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**

Any EU official language

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

until: 28.3.2016

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

Date: 12.10.2015 - 11:00

Place:

Cedefop's premises in Thessaloniki.

Persons authorised to be present at the opening of tenders: yes

Additional 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](mailto:c4t-services@cedefop.europa.eu)) at least 2 working days prior to the opening session.

#### **Section VI: Complementary information**

##### **VI.1) Information about recurrence**

##### **VI.2) Information about European Union funds**

##### **VI.3) Additional information**

The tender 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 regularly visit the site for updates up to the closing date for receipt of tenders.

##### **VI.4) Procedures for appeal**

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

General Court

rue du Fort Niedergrünwald

2925

LUXEMBOURG

E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)

Telephone: +352 4303-1

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Fax: +352 4303-2100

##### **VI.4.2) Lodging of appeals**

Precise information on deadline(s) for lodging appeals: 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.4.3) Service from which information about the lodging of appeals may be obtained**

same as in point VI.4.1

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

18.7.2015