

**GR-Thessaloniki: foresight study on themes and issues for the Cedefop report on vocational education and training research in Europe**

**2007/S 16-017576**

**Contract notice**

**Services**

**Section I: Contracting authority**

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

Cedefop, attn: Mr Christian F. Lettmayr, 123 Europe Street, PO Box 22427, GR-55102 Thessaloniki. Contact point: Clotilde Assumel-Lurdin. Tel. (30-2310) 49 02 87. Fax (30-2310) 49 00 28. E-mail: [c4t-services@cedefop.europa.eu](mailto:c4t-services@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 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:**

Foresight study on themes and issues for the Cedefop report on vocational education and training research in Europe.

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

Services.

Service category No 8.

Main place of performance: contractor's premises.

NUTS code: GR122.

**II.1.3) The notice involves:**

A public contract.

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

The purpose of this contract is to help Cedefop identify the themes and issues to be addressed in the 5th research report to be published by Cedefop in 2010/2011.

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

73200000.

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:**

Maximum budget available: EUR 20 000, excluding VAT.

II.2.2) **Options:**

No.

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

12 months from the award of the contract.

**Section III: Legal, economic, financial and technical information**

III.1) **Conditions relating to the contract**

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

See tendering documents.

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

No.

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:  
see tendering documents.

III.2.2) **Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met:  
see tendering documents.

III.2.3) **Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:  
see tendering documents.

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:**

Open.

IV.2) **Award criteria:**

The most economically advantageous tender in terms of the criteria stated below:

1. understanding of the context and purpose of the study. Weighting: 20;
2. adequacy of working methods and work organisation proposed. Weighting: 40;
3. adequacy of the sources to be used. Weighting: 30;
4. adequate time and work plan. Weighting: 10.

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/A/PDE/RR5/001/07.

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

No.

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

Time-limit for receipt of requests for documents or for accessing documents:

19.2.2007.

Payable documents: no.

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

6.3.2007.

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

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

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

6 months from the date stated for receipt of tenders.

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

15.3.2007.

Place: Cedefop 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: (30-2310) 49 00 28) 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.5) **Date of dispatch of this notice:**

12.1.2007.