

**GR-Thessaloniki: provision of childminder services for Cedefop day care centre
2008/S 136-181453**

Contract notice

Services

Section I: Contracting authority

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

Cedefop, attn: Mr George Paraskevaidis, 123 Europe Street, PO Box 22427, GR-55102 Thessaloniki.
Contact: Clotilde Assumel-Lurdin. Tel. (30-2310) 49 02 87. Fax (30-2310) 49 00 28. E-mail:
c4t-services@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.
Education.

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:

Provision of childminder services for Cedefop day care centre.

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

Services.

Service category: No 24.

Main place of performance: Cedefop premises.

NUTS code: GR122.

II.1.3) 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: 48.

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

Cedefop intends to conclude a framework contract with a provider of childminder services for support in its crèche/day care centre (DCC). Cedefop DCC offers a safe environment and stimulating pedagogical programme to attending children from 5 months to 12 years of age. In addition to the practical assistance, the Cedefop DCC

plays an educational role, operating as an extension of the family and introducing the children to life in society, eventually helping integration into Greek society, striving to combine in the best possible way the services of a crèche and after-school care.

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

80110000.

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:**

The volume of this contract is estimated at 1 500 hours per year, i.e. 6 000 hours for the 4-year duration of the contract.

II.2.2) **Options:**

No.

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

Duration in months: 12 (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:**

See tender documents.

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

See tender documents.

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

This invitation to tender is open to both natural persons and legal persons. Groupings, irrespective of their legal form, may submit bids. Such groupings (or consortia), must specify the company or person heading the project and must also submit a copy of the document authorising this company or person to submit a bid. If awarded, the contract will be signed by the company or the person heading the project who will be, 'vis-à-vis' Cedefop, the only contracting party responsible for the performance of this contract. Tenders from consortia or firms or groups of service providers, contractors or suppliers, must specify the role, qualifications and experience of each member or group.

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 tender documents.

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

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

- III.2.3) **Technical capacity:**
Information and formalities necessary for evaluating if requirements are met: see tender 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:**
Yes.
Yes, as far as natural persons or employees of service providers who will carry out the services are concerned, but not applicable to legal persons as such. A formal qualification as a nursery school teacher is required.
- 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.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/RES/KD/DCC-childminder-services/015/08.
- 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: 1.9.2008.
Payable documents: no.
- IV.3.4) **Time limit for receipt of tenders or requests to participate:**
15.9.2008 (17:00).
- 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, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish.
- IV.3.7) **Minimum time frame during which the tenderer must maintain the tender:**
Duration in month(s): 6 (from the date stated for receipt of tenders).
- IV.3.8) **Conditions for opening tenders:**
Date: 25.9.2008 (11:00).
Place: Cedefop.
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 ((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.3) Additional information:

A site visit is foreseen on 26.8.2008 (10:30) in order to allow the potential tenderers to inform themselves of the working environment, which could help them draft their offer. The meeting point is at Cedefop security booth. The names of the persons (2 maximum from each tenderer) participating in the site visit must be made known in writing per fax ((30-2310) 49 00 28) or per e-mail (c4t-services@cedefop.europa.eu) until 14.00 local time on the day previous to the site visit.

VI.5) Date of dispatch of this notice:

4.7.2008.