

GR-Thessaloniki: training services in .NET, MS Office and other software

2008/S 190-251057

Contract notice

Services

Section I: Contracting authority

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

Cedefop — European Centre for the Development of Vocational Training, attention: Mr George Paraskevoidis, 123, Europe Street, PO Box 22427, GR-55102 Thessaloniki. Contact: Ms Dimitra Eleftheroudi. Fax (30-2310) 49 00 28. E-mail: c4t-services@cedefop.europa.eu.

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 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.

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:

Training services in .NET, MS Office and other software.

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: the tasks must be completed mainly in Cedefop's premises and partly in the contractor's premises or appropriate training centres.

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.

Estimated total value of purchases for the entire duration of the framework agreement:

Frequency and value of the contracts to be awarded: initial contract duration of 1 year with 3 possible renewals of 1 year each.

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

The purpose of this invitation to tender is to acquire training services in topics related to the technology .NET for web solutions and applications design, development and administration (targeted to ICT staff), and in topics related to MS Office and other, mainly Microsoft, software (targeted at all Cedefop staff).

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

80533000, 80533200, 80533100.

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:**

Estimated quantity of purchase is 1 500 teaching hours over 4 years.

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 tendering documents.

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

See tendering documents.

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

See tendering documents.

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

Yes.

Subcontracting is allowed. For more information please refer to tendering 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 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.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

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/ITK-AMC/IT-TrainingServices/024/08.

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: 27.10.2008.

Payable documents: no.

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

11.11.2008.

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 tender).

IV.3.8) Conditions for opening tenders:

Date: 21.11.2008 (10:30).

Place: Cedefop's 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 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.3) **Additional information:**

The tendering documents are available for downloading on Cedefop's website (www.cedefop.europa.eu).

VI.4) **Procedures for appeal**

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

19.9.2008.