

**GR-Thessaloniki: updating the vocational knowledge and skills
of VET teachers: bringing teaching close to the labour market**

2009/S 94-134157

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S):

Cedefop, Europe Street 123, PO Box 22427, Contact: Clotilde Assumel-Lurdin, Attn: Mr George Paraskevaidis, GR-551 02 Thessaloniki. Tel. +30 2310490287. E-mail: c4t-services@cedefop.europa.eu. Fax +30 2310490028.

Internet address(es):

General address of the contracting authority: 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.

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:

Updating the vocational knowledge and skills of VET teachers: bringing teaching close to the labour market.

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.1.4) Information on framework agreement:

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

The study will provide an overview in the 27 EU Member States on how countries cope with the obsolescence of VET teachers' knowledge and skills, as well as an in-depth analysis of around 20 practices and policies. The comparative overview will, firstly, consider how countries map the competences of VET teachers, and identify training needs linked to the obsolescence of knowledge and skills. Secondly, the study will examine how the VET sector is monitoring technological innovation and changes related to work organisation in enterprises that are relevant for VET teaching and should be integrated in the initial and continuous training of VET teachers.

Finally, the study will review current systems and actions to update the vocational knowledge and skills of teachers, in cooperation with the world of work. Furthermore, the contractor will undertake an in-depth analysis of around 20 policies and practices in the 3 abovementioned policy domains, based on secondary (desk research) and primary data (quantitative and qualitative research methods). It is assumed that only a limited number of Member States have established measures and strategies in one or all policy domains. The study will focus on teachers working in initial vocational education.

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

73000000.

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 for this activity is 150 000 EUR.

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:**

See tender documents.

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

Yes.

Any subcontracting/subcontractor must be approved by Cedefop, either by accepting the bidder's tender, or, if proposed by the contractor after contract signature, in writing by an exchange of letters. The subcontracting/subcontractor will be accepted only if it is judged necessary and does not lead to distortion of competition. If awarded, the contract will be signed by the tenderer, who will be vis-à-vis Cedefop, the only contracting party responsible for the performance of this contract.

The tenderer must indicate clearly which parts of the work will be subcontracted, and additionally specify the identity of those subcontractors only undertaking more than 10 % of the work by value, provided total subcontracting is not above 40 % of the work by value. If total subcontracting is above that ceiling, each and every subcontractor, independently of his contribution to the work by value, must be identified. All subcontractors identified as per the second sub-paragraph must provide the required evidence for the exclusion and selection criteria.

Where no subcontractor is given, the work will be assumed to be carried out directly by the bidder.

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: The tenderer must be in a stable financial position and have the economic and financial capacity to perform the contract.

Proof of economic and financial capacity may in particular be furnished by one or more of the following documents:

- appropriate statements from the banks or evidence of professional risk indemnity insurance,
- balance sheets or extracts from balance sheets for at least the last 2 years for which accounts have been closed (where publication of the balance sheet is required under the company law of the country in which the economic operator is established, the published version must be included; otherwise such documents must be certified by the company's chartered accountant),
- a statement of overall turnover and turnover concerning services covered by the contract during the last 3 financial years.

In case tenderers are unable to furnish such documents they are required to provide justification for non-provision.

III.2.3) **Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:

The tenderer must provide evidence of technical and professional capacity and must therefore comply with the following criteria:

- qualifications, knowledge and ability of the contractor and the key expert(s) to perform the tasks outlined in Sections 2.2, 2.3 and 2.4 of the technical specifications,
- extensive professional experience in relation to the training and professional development of VET teachers,
- solid experience of policy analysis and research in the field concerned, in particular through transversal and comparative analysis across EU countries,
- sound expertise in quantitative (analysis of statistical data) and qualitative research, in particular in the analysis of case studies,
- linguistic ability to communicate and draft to a high standard in English.

The following documents or information must be presented as evidence of compliance with the above criteria:

- detailed CVs of the tenderer and all members of the study team, with a description of professional experience and research publications related to the study subject including evidence of experience in comparative studies at European level and policy analyses, and language competence,
- list of major contracts and studies performed over the past 3 years in relevant policy domains, including a brief description, dates, and commissioning authorities.

Tenderers should pay attention to the provisions made for subcontracting and provide an indication of what proportion, if any, of the contract the contractor may intend to subcontract.

In the case of consortia, the tenderer should also provide a written confirmation from each consortium member that they will be ready and willing to participate in the study, and describing their role.

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**

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) **An electronic auction will be used:**

No.

IV.3) **ADMINISTRATIVE INFORMATION**

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

'AO/ECVL/RLAR/Updating-vocational-skills-teachers/006/09'.

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: 31.7.2009.

Payable documents: no.

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

14.8.2009.

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:**

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

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

Until: 14.2.2010.

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

Date: 28.8.2009 - 11:00.

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 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) **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:**

VI.4) **PROCEDURES FOR APPEAL**

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

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

VI.4.3) **Service from which information about the lodging of appeals may be obtained:**

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

5.5.2009.