

**GR-Thessaloniki: Europass, ECVET and EQF for documentation,
validation and certification of learning outcomes**

2009/S 103-147713

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

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

Cedefop — European Centre for the Development of Vocational Training, Europe Street 123, PO Box 22427, Contact: Yancho Sirakov, Attn: Mr George Paraskevaïdis, GR-551 02 Thessaloniki. E-mail: 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 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.

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority:

Europass, ECVET and EQF for documentation, validation and certification of learning outcomes.

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, except for some specific tasks for which the contractor's presence may be required at Cedefop'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 aim of this invitation to tender is to commission a pilot project to experiment how the Europass framework, more especially the Europass Certificate Supplement and Europass Mobility, needs to be adjusted to take full advantage of the opportunities offered by ECVET and EQF and to assess the relevance and potential of Europass Mobility and Certificate Supplement for the purpose of documenting, validating and certifying learning

outcomes with reference to ECVET and EQF. Concrete proposals for adaptation of the current templates of the Europass Certificate Supplement and Europass Mobility should be formulated.

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:**

Estimated value excluding VAT: 100 000 EUR.

II.2.2) **Options:**

No.

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION:**

Duration in months: 18 (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:**

Payments will be made 30 days after submission of invoices and under the conditions set out in the draft contract.

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.

Subcontracting is allowed: for more information please refer to 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 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. Each and all requirements for economic, financial and technical capacity should be fulfilled by the tenderer — alone (in the case of single tenderers) or by the consortium as a whole (if the tenderer is a consortium).

Participation in tendering is open to all legal persons bidding either individually or in a grouping (consortium) of tenderers.

In the case of consortium (grouping) or subcontracting each member of the consortium and all subcontractors (if any) must provide the required evidence for economic and financial capacity. The consortium (if applicable) has to provide technical and professional capacity as a whole.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which they have with them. They must, in that case, prove to the contracting authority that they will have at their disposal the resources necessary to perform the contract, for example by producing an undertaking on the part of those entities to place those resources at their disposal.

III.2.2) Economic and financial capacity:

Information and formalities necessary for evaluating if requirements are met: Requirement: The tenderer must be in a stable financial position and have the economic and financial capacity to perform the contract, namely:

- the average annual company (or consortium, if applicable) turnover for each of the last 3 years for which the accounts have been closed, should be at least 200 000 EUR,
- the turnover concerning the type of services covered by this tender should be a minimum of 100 000 EUR for each of the last 3 financial years.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met:

Tenderers should have sufficient technical and professional capacity to perform the contract in particular with regard to their know-how, efficiency, experience and reliability. The tenderers should have the qualifications and skills to perform the tasks outlined in the technical specifications:

- 5 years professional experience in research project management (for the team leader),
- 5 years experience in comparative analysis at international level (for the team leader),
- 3 years experience for the members of the proposed research team in one of the following field of research: vocational education and training systems, qualifications frameworks (including learning outcomes approach), education and training mobility or transparency of qualifications,
- demonstrated capacity of the team to access data and expertise at national and European levels,
- linguistic ability of the team to communicate and draft to a high standard in English or French (level C 1).

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/ILEMO-PTH/Europass-ECVET-EQF/007/09.

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: 26.6.2009.

Payable documents: no.

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

9.7.2009.

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. Irish. Bulgarian. Romanian.

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

Until: 9.1.2010.

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

Date: 23.7.2009 - 11:00.

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 +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:**

The tender documents are available for downloading on Cedefop's website: www.cedefop.europa.eu.

VI.4) **PROCEDURES FOR APPEAL**

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

Court of First Instance of the European Communities, boulevard Konrad Adenauer, L-2925 Luxembourg. Tel. +352 4303-1. Fax +352 4303-2100.

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:**

18.5.2009.