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**GR-Thessaloniki: relaunch of 'A short-term sectoral-based
anticipatory system for labour market trends and skill needs'
2012/S 49-079566**

Contract notice

Services

Directive 2004/18/EC

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 point(s): Mr Yancho Sirakov
For the attention of: Mr George Paraskevaïdis
551 02 Thessaloniki
GREECE
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/>

Electronic access to information: <http://www.cedefop.europa.eu/EN/working-with-us/public-procurements/calls-for-tenders.aspx>

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

European institution/agency or international organisation

I.3) Main activity

Education

I.4) Contract award on behalf of other contracting authorities

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:

Relaunch of 'A short-term sectoral-based anticipatory system for labour market trends and skill needs'.

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

Services

Service category No 8: Research and development services

Main site or location of works, place of delivery or of performance: At the contractor's premises.

NUTS code GR122

II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)

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 years: 4

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

Estimated value excluding VAT: 280 000 EUR

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

The aim of the project is to build up a short-term sectoral-based anticipatory system (SBAS) for labour market trends and skill needs at European level. To this end the framework contract will be implemented through 3 work assignments (order forms) aiming at:

(1) developing a suitable SBAS prototype(s) based on a well-defined model, and on a feasibility assessment of the implementation of the system;

(2) final implementation and validation of the selected model including the institutional and managerial aspects;

(3) further refinement of the system, draft guidelines on all the methodological and operational aspects, knowledge transfer, and technical and research assistance at the operational phase.

The nature of the framework contract implies that the implementation of each subsequent work assignment is conditional on the acceptance by Cedefop of the deliverables and approaches proposed by the contractor in previous work assignment/s.

In case the feasibility assessment yields a negative result (1st work assignment/order form), within the scope of the following work assignment/s (order forms) the contracting authority might ask the contractor to concentrate solely on developing a 'SBAS toolkit' (summarising concepts, methodologies, data and tools) that can be used as a reference model to support transfer of the most promising approaches to European Member States (EU-MSs).

II.1.6) Common procurement vocabulary (CPV)

73000000, 73200000, 73300000

II.1.7) Information about Government Procurement Agreement (GPA)

The contract is covered by the Government Procurement Agreement (GPA): no

II.1.8) Lots

This contract is divided into lots: no

II.1.9) Information about variants

Variants will be accepted: no

II.2) Quantity or scope of the contract

II.2.1) Total quantity or scope:

Cedefop will offer a single framework contract for a series of 3 work assignments (orders) to be concluded over a period of a maximum of 4 years. For each work assignment, an order form will be issued by Cedefop which will stipulate the tasks to be performed by the contractor, the timetable, the budget, the human resources/experts to be allocated and, if necessary, the reports to be presented. The estimated total budget for the required services is of the order of 280 000 EUR over a 4-year period.

The sum of the amounts of the successive 3 order forms to be issued after the framework contract is signed may not reach the abovementioned estimated value for the framework contract. Cedefop will be contractually bound only by the amounts effectively entered in the successive signed order forms.

II.2.2) Information about options

Options: yes

Description of these options: The contract shall enter into force on the date of signature of the last contracting party, shall have an initial duration of 2 years and will be automatically renewed up to 2 times, each for an additional period of 1 year, covering a total period of 4 years (2+1+1).

II.2.3) Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 2

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

Duration in months: 24 (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:

Not applicable.

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

Payments will be made within 30 days of submission of invoices provided that deliverables (reports) are received and considered acceptable.

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

Participation in tendering procedures is open on equal terms to all natural and legal persons or groupings of such persons (consortia) falling within the scope of the Treaties.

Tenderers may choose between submitting a joint offer as a consortium/grouping or by introducing a bid as a single tenderer, in both cases with the possibility of having 1 or several subcontractors. Whichever type of bid is chosen, the tender must stipulate the legal status and role of each legal entity in the tender proposed.

Groupings (consortia), irrespective of their legal form, may submit a tender on condition that it complies with the rules of competition.

III.1.4) Other particular conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Subcontracting is allowed and is defined as the situation where a contract has been or is to be established between Cedefop and a contractor and where the contractor, in order to carry out that contract, enters into legal commitments with other entities for performing part of the service. If awarded, the contract will be signed by the selected tenderer (the contractor), who will be vis-à-vis Cedefop the only contracting party responsible for the performance of this contract. Cedefop has no direct legal commitment with the subcontractor(s).

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 the requirements are met: Tenderers must meet the exclusion and selection criteria.

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 (grouping) as a whole (in case the tenderer is a consortium).

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 it has with them. He must in that case prove to the contracting authority that he will have at his disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at his disposal.

III.2.2) **Economic and financial ability**

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

Minimum level(s) of standards possibly required: Requirements:

— the average annual turnover of the tenderer as a whole (of a single company, or of a consortium (if any), together with subcontractors (if any, identified as per any of the 2 bullet points in paragraph 4 of Article 4.2 in the tender specifications)) for the last 3 financial years concerning socio-economic research and policy analysis, should be at least 100 000 EUR.

In case of contract award the winning tenderer (in the case of a consortium (grouping) — each member of the consortium) must prove the above by submitting audited financial statements (audited balance sheets and profit and loss account/statements or equivalent), including for subcontractors (identified as per points 4.1 and 4.2 of the tender specifications), if these documents are foreseen by the respective national legislation.

For tenderers and/or subcontractors who are natural persons/freelancers — a tax declaration and tax clearance statement for the last 3 financial years is requested.

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:

The tenderer is required to have sufficient technical and professional capacity to perform the contract.

Minimum level(s) of standards possibly required:

Requirements:

— at least 2 contracts performed in the past 3 years (2009, 2010, and 2011) concerning economic and/or labour market forecast/scenario analysis, with a total minimum contract value (turnover, i.e. invoiced financial value) of 140 000 EUR,

— the tenderer's key experts whose involvement will be instrumental for the successful implementation of the contract must have the relevant profiles, knowledge and experience. In particular, each of the proposed key experts must comply with the following minimum requirements:

1 team leader — be a university graduate in social science with at least 8 years of research experience (in terms of working experience and supported by at least 1 publication) in economic and/or labour market forecast/scenario analysis;

at least 2 senior experts — be university graduates with at least 5 years' working experience in:

(i) research and comparative analysis on labour market and/or education and training policies; and

(ii) forecast and scenario analysis; involvement in at least 1 comparative study at international level is also required;

at least 2 experts — be university graduates with at least 1 year's experience in research on labour market and/or education and training policies and/or forecast and scenario analysis.

Each of the above key experts must have the linguistic ability to communicate and draft to a high standard in English.

Proofs/evidence of technical and professional capacity:

- brief presentation of the tenderer (experience in research and comparative analysis on labour market and education and training policies, structure, resources, trained and certified technical staff, etc.),
- list of contracts performed in the past 3 years consistent with the abovementioned criteria (see above in this section), describing the contracting authorities, the subjects, the amounts, the dates, the percentage and the specific tasks performed by the tenderer,
- detailed CVs of the proposed key experts (as required above) whose involvement will be crucial for implementing the contract. Each CV must include a brief annex synthesising information aimed at demonstrating the professional capacity of the team members as requested above. In particular the annex should clearly indicate which work experiences are relevant for the fulfilment of the specific aforementioned requirements (specifying dates, employer, and main activities and responsibilities), and clearly present the linguistic abilities, in particular in English. The CV of the team leader should also include a list of publications relevant to the subject of the call.

In the case of a consortium or subcontracting, the consortium or the tenderer with all subcontractors together have to provide evidence of technical and professional capacity as a whole.

III.2.4) Information about reserved contracts

III.3) Conditions specific to services contracts

III.3.1) Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2) Staff responsible for the execution of the service

Legal persons 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 below

1. 1.1. Rationale of the project (understanding of the scope and expected outcomes of the project overall and of each of the 3 work assignments; suitable approach proposed; awareness and description of possible methodological and technical difficulties and constraints, and anticipation of possible solutions; completeness of the services offered compared to the framework template described in Section 5.1 of the tender specification).
Weighting 30

2. 1.2. Method and tools (congruence and reliability of the methodologies, techniques and tools proposed; innovative character of the approaches, understanding of the requirements and expected outputs for the specific tasks, communication materials). Weighting 35

3. 2.1. Project management and team work (function and role of the team leader; management structure; allocation of tasks among experts to ensure experience mix and coverage of complementary subjects based on professional experience and qualifications of the expert team; communication with Cedefop and reporting).
Weighting 20

4. 2.2. Quality assurance and risk management (tools and processes to be used taking into account the specific characteristics of the project; back-up/replacement arrangements; adequate consideration of possible hindrances). Weighting 10
5. 2.3. Organisation of the work process (timetable and logical framework of activities). Weighting 5
6. The above 5 criteria are with a weighting 70 %, i.e. the maximum total scores that could be obtained are $100 \times 70 \% = 70$. Weighting 70
7. Price weighting. Weighting 30

IV.2.2) Information about electronic auction

An electronic auction will be used: no

IV.3) Administrative information

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

'AO/AREA/ARANI/Sectoral Based Anticipatory System/002/12'.

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

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: 20.4.2012

Payable documents: no

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

30.4.2012

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

Any EU official language

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

until: 30.10.2012

IV.3.8) Conditions for opening tenders

Date: 14.5.2012

Place:

Cedefop's premises.

Persons authorised to be present at the opening of tenders: yes

Additional information about authorised persons and opening procedure: 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) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about European Union funds

The contract is related to a project and/or programme financed by European Union funds: no

VI.3) Additional information

This is a relaunch of a previous tender with the same title 'A short-term sectoral-based anticipatory system for labour market trends and skill needs' and with Cedefop No 'AO/AREA/ARANI/Sectoral Based Anticipatory System/017/11', which was considered unfruitful and the contracting authority was not in a position to award a contract under it.

Therefore this new open tender procedure is launched. The full set of tender documents for the new (re-launched) open tender procedure and any additional information can be found on Cedefop's website: <http://www.cedefop.europa.eu/EN/working-with-us/public-procurements/calls-for-tenders.aspx>
Cedefop's website will be updated regularly and it is the tenderer's responsibility to check for any updates and modifications during the period for submission.

VI.4) Procedures for appeal

VI.4.1) Body responsible for appeal procedures

General Court
rue du Fort Niedergrünwald
2925 Luxembourg
LUXEMBOURG
E-mail: cfi.registry@curia.europa.eu
Telephone: +352 4303-1
Internet address: <http://curia.europa.eu/>
Fax: +352 4303-2100

VI.4.2) Lodging of appeals

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

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

Same as in point VI.4.1.

VI.5) Date of dispatch of this notice:

29.2.2012