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**GR-Thessaloniki: green skills and environmental awareness in vocational education and training**

**2010/S 164-251529**

**Contract notice**

**Section I: Contracting authority**

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

Cedefop, attention: Mr George Paraskevaidis, 123 Europe Street, PO Box 22427, 551 02Thessaloniki, GREECE. Contact: Clotilde Assumel-Lurdin. Tel. +30 2310490287. Fax +30 2310490028. E-mail: [c4t-services@cedefop.europa.eu](mailto:c4t-services@cedefop.europa.eu)

**Internet address(es):**

General address of the contracting authority: <http://www.cedefop.europa.eu>

**Further information can be obtained at:**

As in abovementioned contact point(s).

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at:**

As in abovementioned contact point(s).

**Tenders or requests to participate must be sent to:**

As in abovementioned 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:**

Green skills and environmental awareness in vocational education and training.

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

The objective of the study is to identify challenges and priorities for green skills so as to ensure that education and training systems can respond to demand expressed by businesses and benefit from the transition to sustainable, smart and inclusive growth in selected occupations while taking into account EU policies. The study will highlight skill needs in a number of green occupations and provide policy and practice recommendations.

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

73000000.

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 total estimated value of the required services described in this call for tenders is not expected to exceed 120 000 EUR.

II.2.2) **Options:**

No.

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

Duration in months: 14 (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 regulating them:**

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

Prefinancing: 30 % after contract signature.

Interim payment: 30 % after submission of interim report.

Payment of the balance: 40 % after submission of final report.

For further details please refer to the draft contract (annex to the tender documents).

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

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 tenderer must stipulate the legal status and role of each legal entity in the tender proposed.

For more information please refer to the tender documents.

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

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).

For more information please refer to the 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 to 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 in Annex C of the tender documents.

For more information please refer to the tender documents.

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

Information and formalities necessary for evaluating if requirements are met:

Proof of economic and financial capacity must be furnished by the following documents:

— statement(s) of the tenderer's turnover (for a single tenderer, or statements for each consortium member, in case of a grouping/consortium) for the last 3 financial years concerning the type of services similar in nature to those making the subject of this call for tenders.

In case of contract award the winning tenderer will be requested to prove the above by audited financial statements if this is foreseen by the respective national legislation and to submit profit and loss account or equivalent for each of the last 3 financial years.

The tenderers are also requested to fill in questionnaire 2 in Annex G of the tender specifications.

If, for some exceptional reason the tenderer is unable to provide one or other of the above documents he is required to provide justification for the non-provision and may prove his economic and financial capacity by any other document which Cedefop considers appropriate. Cedefop reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

Minimum level(s) of standards possibly required:

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

Requirement:

— the average annual turnover of the tenderer (of a single company, or of a consortium as a whole, if any) for the last 3 financial years concerning the type of services covered in this call for tenders, should be at least 120 000 EUR.

**III.2.3) Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:

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

— brief presentation of the tenderer,

— detailed CVs of the proposed team leader and members of the research team proposed to carry out the required tasks and subcontractors (if any), with a description of professional experience and including language ability. The tenderer may use the Europass CV,

— list of major contracts/studies performed in the past 3 years similar to those described in this invitation to tender, including subjects of the studies, dates and names of recipients,

— a list and brief description of research publications related to the present study subject, including evidence of experience in comparative studies at international level and policy analyses.

Minimum level(s) of standards possibly required:

Tenderers must demonstrate qualifications, knowledge, skills and the ability to perform the tasks outlined in the technical specifications. In particular, the tenderer must comply with the following requirements:

— at least 5 years of professional experience in labour market analysis and comparative studies at international level (for the team leader and senior experts),

— at least 3 years of professional experience in labour market analysis and comparative studies at international level (for the research team members),

— linguistic ability to communicate and draft to a high standard in English (Level C1 — Europass).

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.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/RPA/PSZO/Green skills in VET/013/10'.

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:

23.9.2010.

Payable documents: no.

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

7.10.2010.

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:**

Until: 7.4.2011.

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

Date: 21.10.2010 (11:00).

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 2310490028) or by e-mail ([c4t-services@cedefop.europa.eu](mailto: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 will be available on Cedefop's website: <http://www.cedefop.europa.eu/en/working-with-us/public-procurements/calls-for-tenders.aspx>

VI.4) **Procedures for appeal**

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

General Court, rue du Fort Niedergrünwald, 2925 Luxembourg, LUXEMBOURG. Tel. +352 4303-1. Fax +352 4303-2100. E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu) Internet: <http://curia.europa.eu>

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 point VI.4.1.

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

13.8.2010.