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**Greece-Thessaloniki: Provision of Cleaning Services for Cedefop Premises  
2018/S 143-325956**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

**I.1) Name and addresses**

Cedefop - European Centre for the Development of Vocational Training  
123, Europe St. - P.O. Box 22427  
Thessaloniki  
55102  
Greece  
Contact person: Ms Dimitra Eleftheroudi  
Telephone: +30 2310490064  
E-mail: [c4t-services@cedefop.europa.eu](mailto:c4t-services@cedefop.europa.eu)  
Fax: +30 2310490028  
NUTS code: EL522

**Internet address(es):**

Main address: <http://www.cedefop.europa.eu>  
Address of the buyer profile: <http://www.cedefop.europa.eu>

**I.2) Information about joint procurement**

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at:  
[www.cedefop.europa.eu/about-cedefop/public-procurement](http://www.cedefop.europa.eu/about-cedefop/public-procurement)  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted to the abovementioned address

**I.4) Type of the contracting authority**

European institution/agency or international organisation

**I.5) Main activity**

Education

**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title:**

Provision of Cleaning Services for Cedefop Premises  
Reference number: AO/DRS/ASAIN/CleaningServices/005/18

**II.1.2) Main CPV code**

90911200

**II.1.3) Type of contract**

Services

II.1.4) **Short description:**

Provision of cleaning services for Cedefop premises.

II.1.5) **Estimated total value**

Value excluding VAT: 400 000.00 EUR

II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

II.2.1) **Title:**

II.2.2) **Additional CPV code(s)**

II.2.3) **Place of performance**

NUTS code: EL

Main site or place of performance:

The tasks will be completed in the Cedefop's premises, 123 Europe str., Pylea, Thessaloniki.

II.2.4) **Description of the procurement:**

The estimated budget for the required services described in this call for tenders is of the order of 400 000 Euro (without VAT) for the whole duration of the framework contract, i.e. 4 years.

In the case where unforeseen circumstances result in the global value of this contract being consumed faster than originally planned, Cedefop reserves the right to consider conducting a 'Negotiated procedure without prior publication of a contract notice' with the existing contractor(s) in order to increase the maximum amount stated above by up to 50 % (Art. 134(e) of the Rules of Application (RAP) implementing the EU Financial Regulation (FR).

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

The framework contract shall have an initial duration of one (1) year and may be renewed up to three (3) times, each for an additional period of one (1) year, covering a total maximum period of four (4) years.

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

II.2.13) **Information about European Union funds**

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

II.2.14) **Additional information**

**Section III: Legal, economic, financial and technical information**

III.1) **Conditions for participation**

**III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

Participation to this tender procedure is only open to tenderers who are in a position to subscribe in full to the "Declaration on honour on exclusion criteria and selection criteria", given in Annex C of the procurement documents.

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. For more information please refer to the procurement documents.

**III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

**III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

**III.1.5) Information about reserved contracts**

**III.2) Conditions related to the contract**

**III.2.1) Information about a particular profession**

**III.2.2) Contract performance conditions:**

**III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

**Section IV: Procedure**

**IV.1) Description**

**IV.1.1) Type of procedure**

Open procedure

**IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

**IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

**IV.1.6) Information about electronic auction**

**IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

**IV.2) Administrative information**

**IV.2.1) Previous publication concerning this procedure**

**IV.2.2) Time limit for receipt of tenders or requests to participate**

Date: 19/09/2018

**IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

**IV.2.4) Languages in which tenders or requests to participate may be submitted:**

Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

**IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 18/03/2019

**IV.2.7) Conditions for opening of tenders**

Date: 10/10/2018

Local time: 11:00

Place:

Cedefop's premises in Thessaloniki-Greece

Information about authorised persons and opening procedure:

Each tenderer may be represented at the opening of tenders by maximum two representatives. The names of the persons attending the opening must be notified in writing by email ([C4T-services@cedefop.europa.eu](mailto:C4T-services@cedefop.europa.eu)) at least three working days prior to the opening session. Failing that, Cedefop reserves the right to refuse access to its premises.

**Section VI: Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: no

**VI.2) Information about electronic workflows**

**VI.3) Additional information:**

The procurement documents will be available on Cedefop's website: <http://www.cedefop.europa.eu/about-cedefop/public-procurement>.

Cedefop's website will be updated regularly, therefore tenderers must ensure that they visit regularly the site for updates up to the closing date for receipt of tenders.

**VI.4) Procedures for review**

**VI.4.1) Review body**

General Court

Rue du Fort Niedergrünwald

Luxembourg

2925

Luxembourg

Telephone: +352 4303-1

E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)

Fax: +352 43032100

Internet address: <http://curia.europa.eu>

**VI.4.2) Body responsible for mediation procedures**

**VI.4.3) Review procedure**

**VI.4.4) Service from which information about the review procedure may be obtained**

General Court

Rue du Fort Niedergrünwald

Luxembourg

2925

Luxembourg

Telephone: +352 4303-1

E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)

Fax: +352 43032100

Internet address: <http://curia.europa.eu>

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

20/07/2018

