

**Belgium-Brussels: Provisioning services for temporary workers in the Grand Duchy of Luxembourg**  
**OJ S 148/2018 03/08/2018**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Commission, Direction générale des ressources humaines et de la sécurité, unité DDG.HR.R.1 'Finances, marchés publics et contrôle interne'

Postal address: Bureau SC11 06/049

Town: Bruxelles

NUTS code: BE10 Région de Bruxelles-Capitale/ Brussels Hoofdstedelijk Gewest

Postal code: 1049

Country: Belgium

E-mail: [hr-contrats-marches@ec.europa.eu](mailto:hr-contrats-marches@ec.europa.eu)

**Internet address(es):**

Main address: [https://ec.europa.eu/info/departments/human-resources-and-security\\_fr](https://ec.europa.eu/info/departments/human-resources-and-security_fr)

Address of the buyer profile: [https://ec.europa.eu/info/departments/human-resources-and-security\\_fr](https://ec.europa.eu/info/departments/human-resources-and-security_fr)

**I.1. Name and addresses**

Official name: European Parliament

Postal address: Plateau du Kirchberg

Town: Luxembourg

NUTS code: LU0 Luxembourg

Postal code: L-2929

Country: Luxembourg

E-mail: [hr-contrats-marches@ec.europa.eu](mailto:hr-contrats-marches@ec.europa.eu)

**Internet address(es):**

Main address: <http://www.europarl.europa.eu/luxembourg/>

**I.1. Name and addresses**

Official name: Court of Justice of the European Union

Postal address: Boulevard Konrad Adenauer, Kirchberg

Town: Luxembourg

NUTS code: LU0 Luxembourg

Postal code: L-2925

Country: Luxembourg

E-mail: [hr-contrats-marches@ec.europa.eu](mailto:hr-contrats-marches@ec.europa.eu)

**Internet address(es):**

Main address: [https://curia.europa.eu/jcms/jcms/j\\_6/fr/](https://curia.europa.eu/jcms/jcms/j_6/fr/)

**I.1. Name and addresses**

Official name: European Court of Auditors

Postal address: 12, rue Alcide De Gasperi

Town: Luxembourg  
NUTS code: LU0 Luxembourg  
Postal code: L-1615  
Country: Luxembourg  
E-mail: [hr-contrats-marches@ec.europa.eu](mailto:hr-contrats-marches@ec.europa.eu)  
**Internet address(es):**  
Main address: <https://www.eca.europa.eu/fr/Pages/ecadefault.aspx>

#### **I.1. Name and addresses**

Official name: Consumers, Health, Agriculture and Food Executive Agency (CHAFEA)  
Postal address: DRB A3/042  
Town: Luxembourg  
NUTS code: LU Luxembourg  
Postal code: L-2920  
Country: Luxembourg  
E-mail: [hr-contrats-marches@ec.europa.eu](mailto:hr-contrats-marches@ec.europa.eu)  
**Internet address(es):**  
Main address: <http://ec.europa.eu/chafea/index.html>

#### **I.1. Name and addresses**

Official name: Translation Centre for the Bodies of the European Union  
Postal address: 12E, rue Guillaume Kroll  
Town: Luxembourg  
NUTS code: LU0 Luxembourg  
Postal code: L-1882  
Country: Luxembourg  
E-mail: [hr-contrats-marches@ec.europa.eu](mailto:hr-contrats-marches@ec.europa.eu)  
**Internet address(es):**  
Main address: <https://cdt.europa.eu/fr>

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

The contract involves joint procurement

#### **I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=3859>  
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**

General public services

## **Section II: Object**

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

#### **II.1.1. Title**

Provisioning services for temporary workers in the Grand Duchy of Luxembourg  
Reference number: HR/R1/PO/2018/036

**II.1.2. Main CPV code**

79620000 Supply services of personnel including temporary staff

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The purpose of this invitation to tender is to provide temporary workers with the required level of training and professional qualifications.

**II.1.5. Estimated total value****II.1.6. Information about lots**

This contract is divided into lots: yes  
Tenders may be submitted for all lots

**II.2. Description****II.2.1. Title**

Provision of temporary agency workers in fields other than education to European institutions, bodies and agencies based in the Grand Duchy of Luxembourg  
Lot No: 1

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

79621000 Supply services of office personnel

**II.2.3. Place of performance**

NUTS code: LU Luxembourg  
Main site or place of performance: Luxembourg

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

Provide temporary workers with the required level of training and professional qualifications and check that each person proposed for a profile actually possesses the appropriate qualifications.

**II.2.5. Award criteria**

Criteria below  
Price

**II.2.6. Estimated value****II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 48  
This contract is subject to renewal: no

**II.2.10. Information about variants**

Variants will be accepted: no

**II.2.11. Information about options**

Options: no

**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**

## **II.2. Description**

### **II.2.1. Title**

Provision of temporary workers with the profiles of educators, nursery school teachers and childcare workers

Lot No: 2

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

79620000 Supply services of personnel including temporary staff

### **II.2.3. Place of performance**

NUTS code: LU Luxembourg

Main site or place of performance: Luxembourg

### **II.2.4. Description of the procurement**

Provide temporary workers with the profiles of educators, nursery school teachers and childcare workers in the educational structures managed by the European Commission and the European Parliament in Luxembourg.

### **II.2.5. Award criteria**

Criteria below

Price

### **II.2.6. Estimated value**

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

Duration in months: 48

This contract is subject to renewal: no

### **II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11. Information about options**

Options: no

### **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**

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### **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:

See the documents for this contract at the address mentioned under I.3)

#### **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.2. Conditions related to the contract**

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

Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:

See the documents for this contract at the address mentioned under I.3)

## **Section IV: Procedure**

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### **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 several operators Envisaged maximum number of participants to the framework agreement: 3

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

Date: 04/09/2018

#### **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**

Duration in months: 6 (from the date stated for receipt of tender)

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

Date: 12/09/2018 Local time: 11:00

Place:

European Commission

Bâtiment ARIA

400, route d'Esch

L-2920 Luxembourg

Salle: EC Room Aria 00/A075

Information about authorised persons and opening procedure: See the documents for this contract at the address mentioned under I.3) See in particular the letter of invitation to tender in point 8.

## **Section VI: Complementary information**

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### **VI.1.**

**Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

In 4 years

**VI.3. Additional information****VI.4. Procedures for review****VI.4.1. Review body**

Official name: General Court

Postal address: Rue du Fort Niedergrünewald

Town: Luxembourg

Postal code: L-2925

Country: Luxembourg

Telephone: +35 24303-1

Fax: +35 243032100

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

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

27/07/2018