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**Spain-Bilbao: Provision of interim staff services  
2016/S 246-448986**

**Contract notice**

**Services**

Directive 2014/24/EU

**Section I: Contracting authority**

**I.1) Name and addresses**

European Agency for Safety and Health at Work  
Santiago de Compostela, 12, 5th floor  
Bilbao (Biscay)  
48003  
Spain  
Telephone: +34 944358400  
E-mail: [hr-procurement-2016@osha.europa.eu](mailto:hr-procurement-2016@osha.europa.eu)  
Fax: +34 944358401  
NUTS code: ES213

**Internet address(es):**

Main address: <http://osha.europa.eu>

**I.2) Joint procurement**

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://osha.europa.eu/en/about-eu-osha/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**

Other activity: Occupational safety and health.

**Section II: Object**

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

**II.1.1) Title:**

Provision of interim staff services.  
Reference number: EUOSHA/2016/OP/F/SE/0024.

**II.1.2) Main CPV code**

79621000

**II.1.3) Type of contract**

Services

**II.1.4) Short description:**

The objective of this call for tender is to select 1 service provider for the provision of interim staff services.

- II.1.5) **Estimated total value**  
Value excluding VAT: 680 000.00 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: ES213  
Main site or place of performance:  
EU-OSHA premises.
- II.2.4) **Description of the procurement:**  
EU-OSHA may require interim staff services to replace staff absent for sickness or other reasons, as well as to cope with peak periods which require additional workforce for a fixed period of time.
- 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**  
Value excluding VAT: 680 000.00 EUR
- II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**  
Duration in months: 48  
This contract is subject to renewal: yes  
Description of renewals:  
The framework contract will be concluded for an initial period of 1 year from the date it is signed by EU-OSHA and may be renewed up to 3 times. Unless terminated by either party by registered letter not later than 2 months before it expires, the contract may be extended automatically for 3 successive periods of 1 year. No further automatic extension will be possible.
- 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:  
The conditions are stated in the procurement documents under Section 4.1.
- 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**

#### **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: 03/02/2017  
Local time: 12:00
- 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:**  
English, Bulgarian, Danish, German, Greek, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Latvian, Lithuanian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, Swedish, Czech
- 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: 10/02/2017  
Local time: 12:00  
Place:  
EU-OSHA premises.  
Information about authorised persons and opening procedure:  
A maximum of 1 representative per tender can attend the opening of tenders. For organisational and security reasons, the tenderer must provide the full name and ID or passport number of the representatives at least 3 working days in advance to: [hr-procurement-2016@osha.europa.eu](mailto:hr-procurement-2016@osha.europa.eu)  
Failing that, EU-OSHA 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:**

VI.4) **Procedures for review**

VI.4.1) **Review body**

European Commission  
rue de la Loi 200  
Brussels  
1049  
Belgium  
Telephone: +32 22991111  
Fax: +32 22988551  
Internet address:<http://ec.europa.eu>

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

European Ombudsman  
1 avenue du Président Robert Schuman, PO Box 403  
Strasbourg  
67001  
France  
Telephone: +33 388172313  
Fax: +33 388179062  
Internet address:<http://www.ombudsman.europa.eu>

VI.4.3) **Review procedure**

Precise information on deadline(s) for review procedures:

Referral shall be made to the Commission within 15 days of the day on which the party concerned first became aware of the act in question. The Commission shall take a decision within 1 month. If no decision has been taken within this period, the case shall be deemed to have been dismissed.

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

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

09/12/2016