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**Hungary-Budapest: Temporary employment agency services in Budapest
2016/S 144-259891**

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

European Union Agency for Law Enforcement Training (CEPOL)
Ó utca 27.
Budapest
1066
Hungary
Telephone: +36 18038087
E-mail: tenders@cepol.europa.eu
Fax: +36 18038032
NUTS code: HU101

Internet address(es):

Main address: <http://www.cepol.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://www.cepol.europa.eu/who-we-are/working-with-cepol/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

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Temporary employment agency services in Budapest.
Reference number: CEPOL/PR/OP/2016/006.

II.1.2) Main CPV code

79611000

II.1.3) Type of contract

Services

II.1.4) Short description:

The objective of this procurement is to award a long-term framework contract for the provision of temporary employment agency services (provision of temporary staff) in Budapest, Hungary.

The temporary staff services required in this invitation to tender will support tasks related to the activities of the following departments of CEPOL:

- learning, science, research and development department,
- corporate services department,
- director's staff.

The overall objective of the framework contract is to provide CEPOL with the necessary temporary staff in a timely fashion and in line with the profiles requested.

II.1.5) **Estimated total value**

Value excluding VAT: 1 600 000.00 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)**

79620000

79621000

79612000

79600000

79611000

II.2.3) **Place of performance**

NUTS code: HU101

Main site or place of performance:

Budapest, Hungary.

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

CEPOL may need temporary staff as a complement to its statutory staff, under the following circumstances (indicative but not limited):

- replacement of CEPOL statutory staff member(s) in the event of long-term illness, maternity leave, parental or family leave, other long-term absences, and any other entitled leaves,
- periods of heavy workload, which require an additional workforce for a fixed period of time,
- specific projects and/or tasks, to be performed on a temporary basis, which require specific competences which are not available within CEPOL,
- assisting different events, meetings and workshops, organised by CEPOL,
- receptions and welcoming events.

The overall objective of the framework contract is to provide CEPOL with the necessary temporary staff in a timely fashion and in line with the profiles requested.

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: 1 600 000.00 EUR

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 may be renewed up to 3 times, each time for a 12 months period, thus the maximum possible contract duration is 48 months.

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

CEPOL may at a later stage exercise the option to increase the maximum contract volume via negotiated procedure with the successful tenderer in accordance with Article 134(1)(e) of the rules of application (Regulation (EU, Euratom) 2015/1929 of the European Parliament and of the Council of 28.10.2015 amending Regulation (EU, Euratom) No 966/2012 on the financial rules applicable to the general budget of the Union).

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:

Please refer to the tender specifications which can be downloaded at the address of the buyer profile given in point I.1 of this notice.

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

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: 31/08/2016

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

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: 08/09/2016

Local time: 11:00

Place:

European Union Agency for Law Enforcement Training (CEPOL), Budapest, Ó utca 27., 1066, HUNGARY.

Information about authorised persons and opening procedure:

1 representative per tenderer is allowed to attend the opening session as an observer. Should a tenderer wish to be present, it shall inform CEPOL of the name of its representative by e-mail (tenders@cepol.europa.eu) or by fax (+36 18038032), not later than the date and time indicated in Section B.8 of the tender specifications.

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

VI.3) Additional information:

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

Fax: +352 4303-2100

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

VI.5) Date of dispatch of this notice:

18/07/2016