



European Union

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Contract notice
(Directive 2004/18/EC)

Section I : Contracting authority

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

Official name: [Office of the Secretary-General of the European Schools](#) National ID: *(if known)*

Postal address: [c/o Commission Européenne Rue Joseph II, 30 \(JII/30\)](#)

Town: [Bruxelles](#)

Postal code: [1049](#)

Country: [Belgium \(BE\)](#)

Contact point(s):

Telephone: [+32 22986558](#)

For the attention of:

E-mail: OSG-CALL-FOR-TENDERS-BSGEE-2016-02@EURSC.EU

Fax: [+32 25130267](#)

Internet address(es): *(if applicable)*

General address of the contracting authority/entity: *(URL)* <http://www.eursc.eu>

Address of the buyer profile: *(URL)*

Electronic access to information: *(URL)*

Electronic submission of tenders and requests to participate: *(URL)*

Further information can be obtained from

- The above mentioned contact point(s) Other (please complete Annex A.I)

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

- The above mentioned contact point(s) Other (please complete Annex A.II)

Tenders or requests to participate must be sent to

- The above mentioned contact point(s) Other (please complete Annex A.III)

I.2) Type of the contracting authority

- Ministry or any other national or federal authority, including their regional or local sub-divisions
- National or federal agency/office
- Regional or local authority
- Regional or local agency/office
- Body governed by public law
- European institution/agency or international organisation
- Other: *(please specify)*

I.3) Main activity

- General public services
- Defence
- Public order and safety
- Environment
- Economic and financial affairs
- Health
- Housing and community amenities
- Social protection
- Recreation, culture and religion
- Education
- Other: *(please specify)*

I.4) Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities:

yes no

information on those contracting authorities can be provided in Annex A

Section II : Object of the contract

II.1) Description :

II.1.1) Title attributed to the contract by the contracting authority :

[BSGEE/2016/02](#)

II.1.2) Type of contract and location of works, place of delivery or of performance :

choose one category only – works, supplies or services – which corresponds most to the specific object of your contract or purchase(s)

- | | | |
|---|--|--|
| <input type="radio"/> Works | <input type="radio"/> Supplies | <input checked="" type="radio"/> Services |
| <input type="checkbox"/> Execution | <input type="radio"/> Purchase | Service category No: 24 |
| <input type="checkbox"/> Design and execution | <input type="radio"/> Lease | Please see Annex C1 for service categories |
| <input type="checkbox"/> Realisation, by whatever means of work, corresponding to the requirements specified by the contracting authorities | <input type="radio"/> Rental | |
| | <input type="radio"/> Hire purchase | |
| | <input type="radio"/> A combination of these | |

Main site or location of works, place of delivery or of performance :

[Office of the Secretary-General of the European Schools, c/o European Commission
Rue Joseph II 30, J II 30-02/005, B-1049 Brussels.](#)

NUTS code:

II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS):

- The notice involves a public contract
- The notice involves the establishment of a framework agreement
- The notice involves the setting up of a dynamic purchasing system (DPS)

II.1.4) Information on framework agreement : *(if applicable)*

- Framework agreement with several operators Framework agreement with a single operator

Number :

or

(if applicable) maximum number : of participants to the framework agreement envisaged

Duration of the framework agreement

Duration in years : or in months :

Justification for a framework agreement, the duration of which exceeds four years :

Estimated total value of purchases for the entire duration of the framework agreement *(if applicable, give figures only)*

Estimated value excluding VAT: Currency :

or

Range: between : : and : : Currency :

Frequency and value of the contracts to be awarded : *(if known)*

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

Production of the Syllabi for Science and Mathematics subjects in the European Schools of Secondary Years 1 to 7

The contract will endeavour to produce the Science and Mathematics subjects syllabi for the secondary cycle in the three languages German, English and French:

- Integrated Sciences in years S1-3
- Biology in years S4-5
- Physics in years S4-5
- Chemistry in years S4-5
- Biology 2 periods and 4 periods in years S6-7
- Physics in years S6-7
- Chemistry in years S6-7
- Mathematics in years S1-3
- Mathematics 4 periods and 6 periods in years S4-5; in alternative Mathematics 5 periods in years S4-5
- Mathematics 3 periods and 5 periods in years S6-7
- Advanced Mathematics 3 periods in years S6-7

«period» is the duration of a lesson in the European School System, which corresponds to 45 minutes

II.1.6) Common procurement vocabulary (CPV) :

	Main vocabulary	Supplementary vocabulary (if applicable)
Main object	92312210	

II.1.7) Information about Government Procurement Agreement (GPA) :

The contract is covered by the Government Procurement Agreement (GPA) : yes no

II.1.8) Lots: (for information about lots, use Annex B as many times as there are lots)

This contract is divided into lots: yes no

(if yes) Tenders may be submitted for

one lot only

one or more lots

all lots

II.1.9) Information about variants:

Variants will be accepted : yes no

II.2) Quantity or scope of the contract :

II.2.1) Total quantity or scope : (including all lots, renewals and options, if applicable)

The production of the Science and Mathematics subjects syllabi for the secondary cycle in the three languages German, English and French, as listed at II.1.5.

The production of Syllabi will need to start from a comparison of Syllabi for Science and Mathematics subjects on offer in comparable type of schools in the National Educational Systems in the correspondent levels. The study should cover at least the National Education Systems in a number of Member States corresponding at least to 70% of the overall population of the European Union. The aim of this study is to ensure access to further education systems in member states.

The Contractor should consider (but is by no means restricted to) the following criteria in producing Syllabi:

- impacts in relation to the access to national secondary and higher education systems in Member States; the new syllabi must not limit access to further education in member states
- Syllabi in the European School System need to respect an agreed and adopted structure (Document 2011-09-D-47-en-5 "Structure for all syllabuses in the system of the European schools").
- Since a new marking scale will be gradually introduced starting from the school year 2017-18 in years S1-5, Syllabi will have to be completed with:
- competencies that pupils should have acquired at the end of each sub-cycle,
- their reference to the Eight Key Competencies for Life-long Learning (Recommendation 2006/962/EC of the European Parliament and of the Council of 18 December 2006 on key competences for lifelong learning [Official Journal L 394 of 30.12.2006]),
- the assessment criteria should be applied to determine the levels of attainment of these competencies, in order to mark pupils' performances

Content, competencies and attainment levels of the different Syllabi should be fixed taking in due account the following recommendations:

- "In Science Education there has been a growing acknowledgement in recent times that there is too much content in school curricula, and this also applies to the European schools current Mathematics and Science syllabuses. Too much time is spent covering a myriad of specific, often isolated, pieces of content with the result

that the 'big picture' is lost. In contradistinction to this, the 'big ideas' of Science Education have been identified. Concentrating on these big ideas not only facilitates the development of secure knowledge and understanding but also enhances student motivation. The best known of the attempts in Science Education to map what these big ideas might consist of is provided by Harlen et al. (2010) who came up with ten ideas of science and four about science"

- "Watson et al. (2013) produced a list that is comparable with Harlen et al.'s list for Science. Their seven key Mathematical domains are:

- a. • Relations between quantities and algebraic expressions;
- b. • Ratio and proportional reasoning;
- c. • Connecting measurement and decimals;
- d. • Spatial and geometrical reasoning;
- e. • Reasoning about data;
- f. • Reasoning about uncertainty;
- g. • Functional relations between variables."

- "It is clearly important to have a curriculum that facilitates (or at the very least enables) students to progress in their learning as best they can. In both Mathematics and Science there are a large number of studies that look at how students of different ages differ in their conceptual understanding."

- Use of laboratories for sciences: "the effectiveness of specific practical tasks, rather than the effectiveness of practical work in general, is what needs to be considered." "Thinking about practical work in terms of learning about objects and ideas". The aim of the teacher is to help students understand some of the ideas that science uses to describe or to explain what they observe, and only really make sense as activities if one looks at them from the perspective of a particular set of ideas. For such activities, thinking is as important as doing and such activities can be thought of as being both 'hands-on' and 'minds-on'"

The following other aspects should also be considered/included:

- continuity with the Syllabi in force in the correspondent subjects in the Early Education and Primary cycles.

- graduality and coherence not only in within a subject, but also across subjects, with particular attention to the competencies in Mathematics in relation to the level of difficulty of questions in sciences

- Due attention should be given to the use of ICT for learning.

- Due attention should be given to the idea of sustainability.

- An integrated approach should be stimulated, i.e. through cross-curricular projects including the three sciences and Mathematics.

- The definition of syllabi should not put any threat in relation to the access to national secondary and higher education systems in Member States and minimize any impact on student mobility to and from the European Schools and the national education systems.

Syllabi will be completed by a "Data booklet", common to all Sciences and Mathematics, that pupils may be allowed to use also during examinations.

The Contractor will finally make recommendations on the implementation plan of the new Syllabi of the Science and Mathematics subjects of the secondary school curriculum in agreement with the procedures foreseen in the European Schools System.

(if applicable, give figures only)

Estimated value excluding VAT: 300000.00 Currency : EUR

or

Range: between : : and : : Currency :

II.2.2) Information about options : *(if applicable)*

Options : yes no

(if yes) Description of these options :

(if known) Provisional timetable for recourse to these options :

in months : or in days : (from the award of the contract)

II.2.3) Information about renewals : *(if applicable)*

This contract is subject to renewal: yes no

Number of possible renewals: *(if known)* or Range: between : and:

(if known) In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: or in days: (from the award of the contract)

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

Duration in months : 12 or in days: (from the award of the contract)

or

Starting: (dd/mm/yyyy)

Completion: (dd/mm/yyyy)

Section III : Legal, economic, financial and technical information

III.1) Conditions relating to the contract:

III.1.1) Deposits and guarantees required: *(if applicable)*

III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:

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

Joint tenders submitted by several economic operators (e.g. consortia) are allowed. If awarded, partners in a joint tender will be asked to assume joint and several liabilities for the performance of the contract as a whole. Economic operators may be required to give a formal status to their collaboration before the contract is signed. Contractors or suppliers must specify and quantify the role, qualifications and experience of each member of the consortium. One correspondent, who represents all the other tenderers, must be designated. In the case of a consortium, the criteria have to be met by the consortium as a whole. Nevertheless, the exclusion and selection criteria have to be met individually by each member of the consortium. The members of the consortium shall be jointly and severally liable vis-à-vis the Secretariat-General for the performance of this contract.

III.1.4) Other particular conditions: *(if applicable)*

The performance of the contract is subject to particular conditions : yes no
(if yes) Description of particular conditions:

Information and formalities necessary for evaluating if the requirements are met:

Dispatch of applications:

Requests to participate must be sent in a letter posted no later than the date in point IV.3.4 of this notice.

E-mailed requests to participate must be confirmed by a letter posted before the same date.

Requests to participate must be sent in a double envelope. Both envelopes must be sealed and the inner one must be marked with both the name of the department which it is addressed to (see above) and the following: 'BSGEE2016-02' — request to participate (name of candidate) — not to be opened by the internal mail service'. If self-adhesive envelopes are used, they must be sealed with adhesive tape and the sender must sign across the tape.

You may send your request to participate by mail through the post or by courier service.

In this case, your request to participate must be posted no later than midnight on the final date for the submission of requests to participate.

You are strongly advised to use registered mail or an equivalent service guaranteeing the traceability of your dispatch.

Proof of compliance with the deadline will be constituted by the date of dispatch, the postmark or the date of the deposit slip.

In case a request to participate is sent by courier service the address on the outer envelope shall be as follows:

Office of the Secretary-General of the European Schools, c/o European Commission

Rue Joseph II 30, J II 30-02/084,

Procurement and contracting branch

call for tenders — reference:

BSGEE2016-02

For the attention of : Mme Inès Garcia Alonso, or Mme Natacha Ghenne

1049 Brussels

BELGIUM

The candidate or an agent may deliver the request to participate in person at the European Commission's premises.

In both cases, the request to participate must be deposited at the Office of the Secretary-General of the European Schools's Central Mail Office no later than the final date for the submission of requests to participate only during the normal opening hours.

At the time of writing, the Office of the Secretary-General of the European Schools is located at the following address Rue Joseph II 30, J II 30-02/084, 1140 Brussels, BELGIUM (tel. +32 22986558), and open on normal working days: from Monday to Friday from 8:30 to 17:00

However, we cannot guarantee that the information given above will continue to be accurate in the future and cannot therefore be held liable in the event of any change. You are fully responsible for ensuring that your offer is deposited in time.

Mme Inès Garcia Alonso taking delivery of the request to participate will issue a receipt stating the date and time of delivery. This receipt will serve as proof of compliance with the deadline.

For security reasons, delivery by hand on the premises of Secretary-General of the European Schools cannot be accepted as a valid deposit.

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 the requirements are met:

Information and formalities necessary for evaluating if the requirements are met: Candidates will be excluded from the present procedure if

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- (d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- (e) they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the Communities' financial interests;
- (f) following a procurement procedure for another contract or a procedure for granting of a subsidy financed by the Community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations.

The attention of interested parties is, moreover, drawn to the fact that contracts may not be awarded to candidates or tenderers who, during the procurement procedure:

- are subject to a conflict of interest;
- are guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information;
- are in one of the cases of exclusion from this procurement procedure referred to above.

The successful tenderer must, on pain of exclusion, furnish the following documentary evidence in support of the solemn declaration prior to signature of the contract, the following documents, supporting the declaration on their honor that they are not in one of the cases of exclusion from participation in the procurement procedure:

- a recent extract from the judicial record (in the case of a group, this document must be provided individually for each member) or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of residence of the tenderers (in the case of a group, this document must be provided individually for each member) showing that they are not in any of the situations mentioned in points (a), (b) and (e) which would disqualify them from participation in the procurement procedure;
- a recent certificate issued by the competent authority of the country of residence of the tenderers (in the case of a group, this document must be provided individually for each member) showing that they have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they reside.

Where such a document or certificate is not issued in the country concerned, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his or her country of origin or provenance.

NB: groupings must furnish the solemn declaration along with the supporting documents and information, in the event they are awarded the contract, for each individual member.

III.2.2) Economic and financial ability:

Information and formalities necessary for evaluating if the requirements are met:

If the candidates envisage making use of the capacities of other entities, they will be required to furnish a written undertaking from the latter confirming that they will make available to the candidates the resources necessary for performance of the contract,

In order to prove that the tenderers have sufficient economic and financial capacity to perform the contract, they will be asked to present the following

documentation signed by the authorized representative of the tenderers:

- a) evidence of relevant professional risk indemnity insurance covering third-party liability and covering the whole period of validity of the contract + 6 months;
- b) financial statements for the last three years for which accounts have been closed; the tenderers will enclose balance sheets and results for those three years;
- c) a statement of overall turnover and turnover concerning the services covered by the contract during the last three financial years available;
- d) if the tenderers rely on the capacities of other entities (e.g. parent company), a written undertaking on the part of those entities confirming that they will place the resources necessary for performance of the contract at their disposal is necessary (also see Article 16 here above).
- e) Financial and Economic Capacity Overview.

The tenderers may add any data that they would consider of vital relevance for their organisation and for the understanding of the related figures. Comments: Please, explain briefly important variations from one year to another if appropriate. In case of negative equity or repeated losses, please explain how the future of the organisation will be ensured. Please complete the following table.

Currency : <i>EURO</i>		Figures (000)	
	N* (* most recent figures available)	N-1	N-2
Total Balance Sheet			
TRADE DEBTORS <i>Amounts due by commercial customers</i>			
CAPITAL and RESERVES (Equity) <i>Amounts owned by the company</i>			
TRADE CREDITORS <i>Amounts due to commercial suppliers</i>			
SHORT TERM DEBT			
LONG TERM DEBT			
LIQUIDITY <i>Bank accounts, cash at hand</i>			

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if the requirements are met:

Candidates may rely on the capacities of other entities, regardless of the legal nature of the links which they have with them. They must in that case prove to the contracting authority that they will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at their disposal.

Information and formalities necessary to assess whether these requirements are fulfilled:

Candidates will be expected to provide evidence that they have the capacities, experience and skills required for performance of the tasks mentioned in point II.1.5 by furnishing the following documents:

a) detailed references of similar services successfully provided by the candidate, giving the sums, dates, recipients, public or private, involved and status of the service providers (lead tenderer or subcontractor);

b) detailed references of contracts or projects carried out by the candidate on behalf of state or private educational establishments, international establishments or EU institutions, giving the sums, dates, and recipients.

The team should be composed of experts specializing in the evaluation, comparison and production of Syllabi of Science and Mathematics of secondary education systems leading to an academic upper secondary school leaving certificate.

Their composition, knowledge and experience should cover as wide a variety of intra-Community national academic systems as possible. Knowledge of the European Schools system may be an advantage. International experience in educational systems is essential.

c) statement as to whether or not the candidate intends subcontracting part of the contract and, if so, the proportion likely to be subcontracted. Any part of the contract subcontracted remains the contractor's responsibility. The Office of the Secretary-General of the European Schools reserves the right to verify the legal position, economic and financial capacity and the technical capacity of any subcontractors.

The Office of the Secretary-General of the European Schools will be in contact with a single organisation or person for signing of the contract and for the various administrative and accounting aspects.

Evidence of the service provider's technical and professional capacities and previous experience in the field must be provided.

The selected experts must adhere to the highest standards of professional conduct and respect the confidentiality of the information and documents that come to their attention during the process of production of Syllabi.

To this end, specific clauses will be included in the contract

III.2.4) Information about reserved contracts: *(if applicable)*

The contract is restricted to sheltered workshops

The execution of the contract is restricted to the framework of sheltered employment programmes

III.3) Conditions specific to services contracts:

III.3.1) Information about a particular profession:

Execution of the service is reserved to a particular profession: yes no

(if yes) Reference to the relevant law, regulation or administrative provision :

III.3.2) Staff responsible for the execution of the service:

Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service: yes no

Section IV : Procedure

IV.1) Type of procedure:

IV.1.1) Type of procedure:

Open

Restricted

Accelerated restricted

Justification for the choice of accelerated procedure:

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) : yes no
(if yes, provide names and addresses of economic operators already selected under Section VI.3 Additional information)

Accelerated negotiated

Justification for the choice of accelerated procedure:

Competitive dialogue

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate: (restricted and negotiated procedures, competitive dialogue)

Envisaged number of operators:

or

Envisaged minimum number: 1 and (if applicable) maximum number 5

Objective criteria for choosing the limited number of candidates:

Should more than 5 candidates be declared admissible, they will be selected after having been ranked, for which purpose priority will be given to the following criteria, assessed out of a total of 100 points:

1. Experience in the study and comparison of different national and international Syllabi (20);
2. Multinational and multidisciplinary nature of the tenderer (20);
3. Knowledge of the demands/conditions required to access post- secondary/higher/ university/3rd level studies (20);
4. Experience in development of curricula and/or syllabi for the Secondary phase, also at international level (20);
5. Knowledge of the European Schools system (20);

IV.1.3) Reduction of the number of operators during the negotiation or dialogue: (negotiated procedure, competitive dialogue)

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated : yes no

IV.2) Award criteria

IV.2.1) Award criteria (please tick the relevant box(es))

Lowest price

or

The most economically advantageous tender in terms of

the criteria stated below (the award criteria should be given with their weighting or in descending order of importance where weighting is not possible for demonstrable reasons)

the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

Criteria	Weighting	Criteria	Weighting
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

IV.2.2) Information about electronic auction

An electronic auction will be used yes no

(if yes, if appropriate) Additional information about electronic auction:

IV.3) Administrative information:

IV.3.1) File reference number attributed by the contracting authority: (if applicable)
[BSGEE/2016/02](#)

IV.3.2) Previous publication(s) concerning the same contract:

yes no

(if yes)

Prior information notice Notice on a buyer profile

Notice number in the OJEU: of: (dd/mm/yyyy)

Other previous publications (if applicable)

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document: (in the case of a competitive dialogue)

Time limit for receipt of requests for documents or for accessing documents

Date: Time:

Payable documents yes no

(if yes, give figures only) Price: Currency:

Terms and method of payment:

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

Date: [02/06/2016](#) Time: [12:00](#)

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates: (if known, in the case of restricted and negotiated procedures, and competitive dialogue)

Date:

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up:

Any EU official language

Official EU language(s):

[EN](#)

Other:

English and original language of the tender (from amongst the official EU languages), with translation in English if English is not the tenderer's language or if the tender has not been produced solely and directly in English.

IV.3.7) Minimum time frame during which the tenderer must maintain the tender:

until: :

or

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

IV.3.8) Conditions for opening of tenders:

Date : (dd/mm/yyyy) Time

(if applicable)Place:

Persons authorised to be present at the opening of tenders (if applicable) :

yes no

(if yes) Additional information about authorised persons and opening procedure:

Section VI: Complementary information

VI.1) Information about recurrence: *(if applicable)*

This is a recurrent procurement : yes no
(if yes) Estimated timing for further notices to be published:

VI.2) Information about European Union funds:

The contract is related to a project and/or programme financed by European Union funds : yes no
(if yes) Reference to project(s) and/or programme(s):

VI.3) Additional information: *(if applicable)*

The attention of interested parties is drawn to the aim of this notice, i.e. to select candidates who will receive the specifications and be invited to tender.
interested parties are requested to strictly observe the conditions stated in point III.2 of this notice when submitting their request to participate, namely:

- a. to send their application by letter before the date given in point IV.3.4;
- b. to enclose the documents and information required under points III.1.4 and III.2.2 to III.2.3 (groupings must furnish separate documents and information for each member);
- c. the candidate must affirm that he is not in any of the exclusion situations by enclosing with his application a dated and signed solemn declaration, cf. point III.2.1 B — Legal position. Documentary proof in support of this solemn declaration will be requested subsequently from the tenderer awarded the contract.
Incomplete applications may be automatically rejected.

VI.4) Procedures for appeal:

VI.4.1) Body responsible for appeal procedures:

Official name: Tribunal de Première Instance de Bruxelles (Brussels Court of First Instance) Palais de Justice,

Postal address: Place Poelaert,

Town: Brussels

Postal code: 1000

Country: Belgium (BE)

Telephone: +32 25086371

E-mail:

Fax: +32 25086450

Internet address: *(URL)*

Body responsible for mediation procedures *(if applicable)*

Official name:

Postal address:

Town:

Postal code:

Country:

Telephone:

E-mail:

Fax:

Internet address: *(URL)*

VI.4.2) Lodging of appeals: *(please fill in heading VI.4.2 or if need be, heading VI.4.3)*

VI.4.3) Service from which information about the lodging of appeals may be obtained:

Official name: [Office of the Secretary-General of the European Schools](#)

Postal address: [c/o European Commission, rue Joseph II 30, J II 30-02/005](#)

Town: [Brussels](#)

Postal code: [1049](#)

Country: [Belgium \(BE\)](#)

Telephone: [+32 22986277](#)

E-mail: OSG-SECRETARY-GENERAL@eursc.eu

Fax: [+32 22986320](#)

Internet address: *(URL)*

VI.5) Date of dispatch of this notice:

[19/04/2016](#) *(dd/mm/yyyy)* - ID:2016-051670

Annex A
Additional addresses and contact points

I) Addresses and contact points from which further information can be obtained

Official name: [Office of the Secretary-General of the European Schools, c/o European Commission](#) National ID: *(if known)*
Postal address: [Rue Joseph II 30, J II 30-02/005](#)
Town: [Brussels](#) Postal code: [1049](#) Country: [Belgium \(BE\)](#)
Contact point(s): Telephone: [+32 22986558](#)
For the attention of: [Inès Garcia or Natacha Ghenne](#)
E-mail: OSG-CALL-FOR-TENDERS@EURSC.EU Fax: [+32 25130267](#)
Internet address: *(URL)*

II) Addresses and contact points from which specifications and additional documents can be obtained

Official name: [Office of the Secretary-General of the European Schools, c/o European Commission](#) National ID: *(if known)*
Postal address: [Rue Joseph II 30, J II 30-02/005](#)
Town: [Brussels](#) Postal code: [1049](#) Country: [Belgium \(BE\)](#)
Contact point(s): Telephone: [+32 22986558](#)
For the attention of: [Inès Garcia or Natacha Ghenne](#)
E-mail: OSG-CALL-FOR-TENDERS@EURSC.EU Fax: [+32 25130267](#)
Internet address: *(URL)* <http://www.eursc.eu>

III) Addresses and contact points to which tenders/requests to participate must be sent

Official name: National ID: *(if known)*
Postal address:
Town: Postal code: Country:
Contact point(s): Telephone:
For the attention of:
E-mail: Fax:
Internet address: *(URL)*

IV) Address of the other contracting authority on behalf of which the contracting authority is purchasing

Official name National ID (if known):
Postal address:
Town Postal code
Country

----- (Use Annex A Section IV as many times as needed) -----

Annex C1 – General procurement
Service categories referred to in Section II: Object of the contract
Directive 2004/18/EC

Category No [1]	Subject
1	Maintenance and repair services
2	Land transport services [2], including armoured car services, and courier services, except transport of mail
3	Air transport services of passengers and freight, except transport of mail
4	Transport of mail by land [3] and by air
5	Telecommunications services
6	Financial services: a) Insurances services b) Banking and investment services [4]
7	Computer and related services
8	Research and development services [5]
9	Accounting, auditing and bookkeeping services
10	Market research and public opinion polling services
11	Management consulting services [6] and related services
12	Architectural services; engineering services and integrated engineering services; urban planning and landscape engineering services; related scientific and technical consulting services; technical testing and analysis services
13	Advertising services
14	Building-cleaning services and property management services
15	Publishing and printing services on a fee or contract basis
16	Sewage and refuse disposal services; sanitation and similar services
Category No [7]	Subject
17	Hotel and restaurant services
18	Rail transport services
19	Water transport services
20	Supporting and auxiliary transport services
21	Legal services
22	Personnel placement and supply services [8]
23	Investigation and security services, except armoured car services
24	Education and vocational education services
25	Health and social services
26	Recreational, cultural and sporting services [9]
27	Other services

1 Service categories within the meaning of Article 20 and Annex IIA to Directive 2004/18/EC.

2 Except for rail transport services covered by category 18.

3 Except for rail transport services covered by category 18.

4 Except financial services in connection with the issue, sale, purchase or transfer of securities or other financial instruments, and central bank services. The following are also excluded: services involving the acquisition or rental, by whatever financial means, of land, existing buildings or other immovable property or concerning rights thereon. However, financial service contracts concluded at the same time as, before or after the contract of acquisition or rental, in whatever form, shall be subject to the Directive.

- 5 Except research and development services other than those where the benefits accrue exclusively to the contracting authority for its use in the conduct of its own affairs on condition that the service provided is wholly remunerated by the contracting authority.
- 6 Except arbitration and conciliation services.
- 7 Service categories within the meaning of Article 21 and Annex I B of Directive 2004/18/EC.
- 8 Except employment contracts.
- 9 Except contracts for the acquisition, development, production or co-production of program material by broadcasters and contracts for broadcasting time.