



## **Ex-ante publicity for middle-value contract**

**Subject: Negotiated procedure to conclude a middle value contract:  
Strategic consultancy on setting up the ELA Capacity Building Centre**

### **1. Purpose of the request for services**

The European Labour Authority (ELA) is a union body established by Regulation (EU) 2019/1149. Its aim is to ensure that EU rules on labour mobility and social security coordination are enforced in a fair, simple and effective way and to make it easier for citizens and businesses to reap the benefits of the internal market.

To help perform one of its tasks, ELA will launch a negotiated procedure to conclude a middle value contract to provide strategic consultancy services to assist setting up the ELA Capacity Building Centre; compiling a draft multi-annual Capacity Building strategy building on a stakeholder mapping and analysis exercise in view of capacity building as well as outlining different options for an online learning presence for the Authority.

The strategic support to be provided will assist ELA in achieving its objective, as stated in Article 11 of Regulation (EU) 2019/1149, in the area of support to capacity building. The Contractor is expected to contribute to the work of ELA by providing expertise in conceptual and analytical work, with the aim of compiling a draft multi-annual capacity building strategy. The analytical work to be provided will assist ELA in better understanding its target audience for its future capacity building offer. Expectations towards ELA, knowledge levels of prospective participants as well as the identification of effective stakeholder engagement in the design and delivery of capacity building activities shall be explored. The analytical support to be provided will furthermore assist the Authority in taking an informed decision on what form of online presence shall be set up in order to deliver its ELA Capacity Building Centre activities. This shall also take into consideration the setting up of Communities of Practice(s). Channels for effectively communicating ELA's capacity building offer shall equally be considered.

The Contractor is expected to deliver a draft multi-annual capacity building strategy including recommendations concerning appropriate technical and organisational measures to set up the ELA Capacity Building Centre.

## **2. Price**

The maximum amounts for this contract are EUR 115 000.

## **3. Indicative time schedule and contact point**

The indicative time schedule for launching the negotiated procedure is September 2021. Interested economic operators can express their interest to participate in this negotiated procedure until **7 September 2021 at 12:00 Brussels time** in writing to [finance-procurement@ela.europa.eu](mailto:finance-procurement@ela.europa.eu). The indicative date to sign the contract is October 2021.

The estimated performance period of the resulting contract is 9 months (contract not renewable).

## **4. Protection of personal data**

If processing a tender involves the recording and processing of personal data (such as name, address and CV), this data will be processed pursuant to Regulation (EC) No 2018/1725. Unless indicated otherwise, any personal data will be processed solely for evaluation purposes under the negotiated procedure by the Executive Director of ELA. Details concerning the processing of personal data are available in the privacy statement. The tenderer's personal data may be registered in the Early Detection and Exclusion System (EDES) if the tenderer is in one of the situations mentioned in Article 136 of the Financial Regulation. For more information, see the privacy statement.