
Provision of Interim Personnel Services to EIGE

Downloads



Contract notice

EN (PDF, 121.98 KB)



Invitation to tender

EN (PDF, 309.48 KB)



Tender Specifications

EN (PDF, 3.86 MB)



Standard submission forms

EN (DOC, 214.5 KB)



Draft Service Contract

EN (PDF, 7.14 MB)



Questions and Answers 1 - 9 March 2016

EN (PDF, 48.89 KB)

The scope of the provision of interim personnel services to EIGE covers the following:

- to support EIGE's statutory staff by providing secretarial, assistance and administrative support;
- to carry out, on a temporary basis, additional tasks to the ordinary ones resulting from specific projects;
- to cope with peak work periods which require an additional workforce for a fixed period of time;
- to reinforce staff shortages in case of absences of EIGE staff due to maternity/paternal leaves, sickness or other reasons of absence.

The overall objective of this tender is to conclude a Framework service contract in order to provide EIGE with the necessary interim personnel in a timely fashion and in line with the job profiles requested.

Metadata

PUBLISHED DATE: 19 February 2016