



Malta, 18/02/2020

**SUBJECT: Provision of temporary agency workers in Malta**

## **MARKET CONSULTATION NOTICE**

### **I. Description of the services**

The European Asylum Support Office (EASO) is planning to procure temporary agency workers (interim staff) in Malta, by making available interim staff to the Agency, with a pre-defined timeframe and in line with the required competency profiles.

Interim staff are not staff members of the Agency: they are not subject to the Staff Regulations or to the Conditions of Employment of Other Servants of the European Union<sup>1</sup>. They are employed by and sent to the Agency by temporary employment agencies, to carry out tasks of a temporary and specific nature in different areas, notably in case of abnormal workload or to provide a specific service, under the following circumstances (indicative and non-inclusive):

- to replace staff member(s) in the event of maternity leave, long-term illness, parental or family leave, other short or long-term absences;
- to cope with peak periods of heavy workload, which require an additional workforce for a fixed period of time;
- to complement shortages in the provision of Member States experts as per Chapter 3 of the EASO Founding Regulation;
- to support, on a temporary basis, projects and/or tasks which require specific competencies which are not available within the Agency;

The working conditions of interim staff are defined by the labour legislation in force in Malta.

### **II. Description of the contract**

EASO envisages awarding a single Framework contract with the economic operator fulfilling the exclusion, selection and award criteria of this procurement procedure. The duration of the contract will be for a period of twelve months with the possibility of renewal three times for twelve months each (maximum duration 48 months). The estimated maximum amount for this contract is € 25,000,000 as per Item 34 (*Provision of Interim services in Malta*) of EASO procurement plan available at <https://www.easo.europa.eu/sites/default/files/procurements/procurement-plan-2020.pdf>

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<sup>1</sup> Regulation No 31 (EEC), 11 (EAEC), laying down the Staff Regulations of Officials and the Conditions of Employment of Other Servants (CEOS) of the European Economic Community and the European Atomic Energy Community (Published 01/01/2019)

### III. Description of the market consultation

This market consultation aims at obtaining information from the market on the following topics (not exhaustive list):

- payment of sick leave and overtime according to Maltese Labour Law;
- overtime compensation via flexi time recuperation according to Maltese Labour Law;
- flat rate reimbursement of daily subsistence allowance for missions of Interim staff outside Maltese territory;
- Financial capacity of the economic operators

The market consultation will take place at EASO premises on 28/02/2020 from 9:00 till 12:00 at the following address:

MTC, Winemakers Wharf, Grand Harbour Valletta, MRS 1917, Malta

Economic operators interested in being invited to participate in this consultation should express their interest by writing to [CONTRACTS@easo.europa.eu](mailto:CONTRACTS@easo.europa.eu) by the 27/02/2020 noon.<sup>2</sup> Participation is limited to two persons per economic operator.

#### EASO Contracts

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<sup>2</sup> The personal data collected in relation to this prior information notice shall be made available on request to the various services of EASO and will be processed in accordance to Regulation (EU) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. Any entity having expressed its interest shall have the right of access to his/her personal data and the right to rectify any such data that is inaccurate or incomplete. Should you have any queries concerning the processing of your personal data, they should be addressed to [contracts@easo.europa.eu](mailto:contracts@easo.europa.eu).