

**OPEN PROCEDURE No HR/R1/PO/2018/043****PROVISION OF SERVICES IN THE FIELD OF  
MEDICINE  
FOR THE MEDICAL SERVICE IN LUXEMBOURG****ANNEX I.2 TO THE TENDER SPECIFICATION****TECHNICAL SPECIFICATIONS****LOT 2 – OPHTHALMOLOGY SERVICES****1. DESCRIPTION OF THE SERVICES – MINIMUM REQUIREMENTS**

Individual service providers, groups of individual service providers or other groups, clinics, medical practices or ad-hoc consortia of service providers in the field of ophthalmology must perform the services required in close collaboration with the Medical Service in Luxembourg.

The types of services to be provided are:

- Studying cases in terms of the risks for members of staff exposed (Visual Display Terminals (VDTs), lasers, ionising radiation).
- Carrying out periodic ophthalmic consultations.
- Writing reports on the results (on site).
- Dealing with ophthalmic emergencies.
- Carrying out field-of-vision tests.
- Giving an opinion on the equipment used in the course of carrying out the duties required, either at the request of the management of the Medical Service or on the contractor's own initiative.
- Specifically alerting the Commission medical officers in writing when an abnormal test result necessitates rapid intervention on their part. If necessary, the Head or Deputy Head of the Medical Service must also be informed.

The tender must comply with the minimum requirements in terms of services, as indicated in this document.

## 2. LOCATION

The services are to be provided on the premises of the Medical Service in the Drosbach building, DRB B-1, at 12 rue Guillaume Kroll, L-1882 Luxembourg.

## 3. TIMES OF SERVICES

The services are to be provided on working days during official office hours, from 8:30 to 17:30, Monday to Friday, excluding Commission holidays<sup>1</sup>.

The services are to be provided on one day per week, preferably three Thursdays and one Monday per month, from 8:30 to 12:30 and from 13:30 to 17:30, i.e. for eight hours per week.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	TOTAL HOURS PER WEEK
MORNING	8:30 - 12:30			8:30 - 12:30		Eight hours per week
AFTERNOON	13:30 - 17:30			13:30 - 17:30		One Monday and three Thursdays per month

A bi-monthly schedule of visits will be drawn up in writing after the signing of the contract between the Medical Service and the service provider.

In their tenders, the tenderers must confirm their availability for the full time period specified.

## 4. REPLACEMENT

The tenderer must guarantee a replacement in accordance with point II.9 of the tender specification, 'Continuity of service guarantee'.

## 5. ANNUAL VOLUME OF SERVICES

On the basis of an estimate of Medical Service support requirements, the volume of services is estimated at 416 hours per year, i.e. eight hours per week.

However, this information is given as a guide only and is not in any way binding on the Commission as regards the volume of work to be ordered.

<sup>1</sup> See [https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32017D0823\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32017D0823(01)).