

**Sweden-Stockholm: Cleaning services for the joint premises occupied by the European Parliament Information Office and the European Commission Representation in Sweden**  
**OJ S 20/2014 29/01/2014**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Commission Representation in Sweden

National registration number: SE

Postal address: Box 7323

Town: Stockholm

Postal code: SE-103 90

Country: Sweden

For the attention of: Ms Linda Bendelin

E-mail: [comm-rep-sto-cleaning@ec.europa.eu](mailto:comm-rep-sto-cleaning@ec.europa.eu)

Telephone: +46 856244411

**Internet address(es):**

General address of the contracting authority: [http://ec.europa.eu/sweden/index\\_sv.htm](http://ec.europa.eu/sweden/index_sv.htm)

Address of the buyer profile: [http://ec.europa.eu/sweden/business-funding/tenders/20140129\\_sv.htm](http://ec.europa.eu/sweden/business-funding/tenders/20140129_sv.htm)

**Additional information can be obtained from:**

the abovementioned address

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

the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address

**I.2. Type of the contracting authority**

European institution/agency or international organisation

**I.3. Main activity**

General public services

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

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

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**II.1. Description**

**II.1.1. Title attributed to the contract by the contracting authority**

Cleaning services for the joint premises occupied by the European Parliament Information Office and the European Commission Representation in Sweden.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 14: Building-cleaning services and property management services

Main site or place of performance: Regeringsgatan 65, Stockholm, SWEDEN.

NUTS code

### **II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

### **II.1.4. Information about framework agreement**

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

The subject of the contract is provision of services related to the cleaning maintenance of the joint premises occupied by the European Parliament Information Office and the European Commission Representation in Sweden.

The European Commission Representation in Sweden shall be the contracting authority for the contract, acting also on behalf of the European Parliament.

The contractor is expected to provide qualified cleaning services with a high degree of professionalism and discipline. All details will be provided in the invitation to tender and its annexes.

The total floor area of the joint office premises is 1 518 m<sup>2</sup> and the total floor area of the information centre with detached work spaces is 213,78 m<sup>2</sup>.

#### **II.1.6. CPV code(s)**

90910000 Cleaning services, 90900000 Cleaning and sanitation services, 90919200 Office cleaning services, 90919000 Office, school and office equipment cleaning services

### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

### **II.1.8. Lots**

This contract is divided into lots: no

### **II.1.9. Information about variants**

Variants will be accepted: no

## **II.2. Scope of the procurement**

### **II.2.1. Total quantity or scope**

The estimated value is estimated between 30 000 EUR and 36 000 EUR for 1 year, or between 150 000 EUR and 180 000 EUR for 5 years.

Estimated value excluding VAT:

Range: between 150 000 and 180 000 EUR

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 4

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

## **II.3. Duration of the contract or time limit for completion**

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

## Section III: Legal, economic, financial and technical information

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### III.1. Conditions related to the contract

#### III.1.1. Deposits and guarantees required

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

Payment for the services (routine schedule plus exceptional additional and extra services) will be made monthly in the manner set out in the draft contract, on presentation of a proper invoice drawn up in conformity with national law and all substantiating documents mentioning the services performed during the months in question, notably the written request of the European Commission Representation for exceptional additional and/or extra services.

#### III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Tenders may be submitted by groupings of service providers who will not be required to adopt a specific legal form prior to the contract being awarded. If a grouping is awarded the contract, it may have to take on a particular legal form if this is necessary in order for the contract to be performed correctly. However, a grouping of economic operators must nominate 1 party to be responsible for the receipt and processing of payments for members of the grouping as well as for management and coordination of the service.

#### III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

### III.2. Conditions for participation

#### III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: See point 12 of the tender specifications.

#### III.2.2. Economic and financial ability

List and brief description of conditions: See point 12 of the tender specifications.

#### III.2.3. Technical and professional ability

List and brief description of conditions:  
See point 12 of the tender specifications.

#### III.2.4. Information about reserved contracts

### 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: no

#### III.3.2. Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

## Section IV: Procedure

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### IV.1. Type of procedure

#### IV.1.1. Type of procedure

Open

**IV.1.2. Information about the limits on the number of candidates to be invited**

**IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

**IV.2. Award criteria**

**IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

**IV.2.2. Information about electronic auction**

An electronic auction will be used: no

**IV.3. Administrative information**

**IV.3.1. File reference number attributed by the contracting authority**

PO/2013-24-INF/STO.

**IV.3.2. Previous publication concerning this procedure**

no

**IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 14.3.2014

Payable documents: no

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

14.3.2014 - 17:30

**IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

**IV.3.6. Languages in which tenders or requests to participate may be submitted**

Any EU official language

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

Duration in months: 12 (from the date stated for receipt of tender)

**IV.3.8. Conditions for opening of tenders**

Date: 21.3.2014 - 10:00

Place:

Regeringsgatan 65, Stockholm, SWEDEN.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Representatives of the European Parliament and the European Commission and a maximum of 2 representatives of each of the tenderers.

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

## **VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:  
no

## **VI.3. Additional information**

The tenderers are invited to download the complete tender documentation. All documentation of this call for tenders (letter of invitation to tender with all annexes) including any additional documents are published at the following Internet website address:  
[http://ec.europa.eu/sweden/business-funding/tenders/20140129\\_sv.htm](http://ec.europa.eu/sweden/business-funding/tenders/20140129_sv.htm)

The tenderers are invited to check regularly this website as additional information might be published at any time during the procedure.

An on-site compulsory visit is planned on 20.2.2014 (10:00), local time at the following address: Regeringsgatan 65, Stockholm, SWEDEN. Any tenderer who does not attend the compulsory site visit will be excluded from the participation in the tender.

The contract shall be concluded for an initial duration of 1 year and may be renewed tacitly a maximum of 4 times, each time for a period of 1 year. The total duration of the contract may not exceed 5 years.

Under Article 134(1)f and Article 134(3) of the Commission Regulation (EU) No 1268/2012 of 29.10.2012 laying down detailed rules of application, the contracting authority may use a negotiated procedure for the award of new services which entail the repetition of similar services entrusted to the contractor who was awarded the original contract. That procedure may be used only during the 3 years following the conclusion of the original contract.

## **VI.4. Procedures for review**

### **VI.4.1. Review body**

#### **Body responsible for mediation procedures**

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: [generalcourt.registry@ec.europa.eu](mailto:generalcourt.registry@ec.europa.eu)

Telephone: +352 4303-1

Fax: +352 4303-2100

Internet address: <http://curia.europa.eu>

### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

### **VI.4.3. Service from which information about the review procedure may be obtained**

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: [generalcourt.registry@ec.europa.eu](mailto:generalcourt.registry@ec.europa.eu)

Telephone: +352 4303-1  
Fax: +352 4303-2100  
Internet address: <http://curia.europa.eu>

**VI.5. Date of dispatch of this notice**

17.1.2014