

**Luxembourg-Esch-sur-Alzette: Supply services of personnel including temporary staff**

OJ S 49/2017 10/03/2017

Contract notice

Services

**Directive 2004/18/EC****Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Service des infrastructures et de la logistique

Postal address: 2, avenue de l'Université

Town: Esch-sur-Alzette

Postal code: 4365

Country: Luxembourg

Contact person: Secrétariat du service des infrastructures et de la logistique

For the attention of: Secrétariat

E-mail: [rfp.160032@uni.lu](mailto:rfp.160032@uni.lu)

Telephone: +352 4666446357

Fax: +352 4666446359

**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**

Body governed by public law

**I.3. Main activity****I.4. Contract award on behalf of other contracting authorities****Section II: Object of the contract**

---

**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Soumission 160032 accord-cadre pour des services généraux.

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

Services

NUTS code LU Luxembourg

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

The procurement involves the establishment of a framework agreement

**II.1.4. Information about framework agreement****II.1.5.**

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

L'université du Luxembourg souhaite conclure un accord-cadre pour la réalisation de missions d'accueil et de réception, de support logistique et de conduite de bâtiment.

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

79620000 Supply services of personnel including temporary staff

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

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

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

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

Variants will be accepted: no

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

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

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

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

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

Information about lots

Lot No: 1

Lot title: Réceptionniste

#### **1) Short description**

#### **2) CPV code(s)**

79620000 Supply services of personnel including temporary staff

#### **3) Quantity or scope**

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 2

Lot title: Employé Polyvalent

#### **1) Short description**

#### **2) CPV code(s)**

79620000 Supply services of personnel including temporary staff

#### **3) Quantity or scope**

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 3

Lot title: Employé Technique

#### **1) Short description**

#### **2) CPV code(s)**

79620000 Supply services of personnel including temporary staff

- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

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

---

#### **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**

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

##### **III.1.4. Contract performance conditions**

#### **III.2. Conditions for participation**

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

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

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

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

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

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

### **Section IV: Procedure**

---

#### **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**

### **IV.3. Administrative information**

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

1700357

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

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

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

25.4.2017 - 14:00

#### **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**

French.

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

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

Date: 25.4.2017 - 14:00

Place:

L'ouverture de la soumission aura lieu dans les bureaux de l'université du Luxembourg à Belval:

Maison du savoir — 2, avenue de l'Université L-4365 — Esch/Alzette — entrée côté tour — étage 14.

### **Section VI: Complementary information**

---

#### **VI.1. Information about recurrence**

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

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

Volume d'activité actuel:

Lot 2 (employé polyvalent) 4.

Lot 3 (employé technique) 1.

Retrait des dossiers:

Les documents de soumission sont au format électronique et sont téléchargeables après enregistrement sur le site officiel des marchés publics luxembourgeois à l'adresse suivante:

<https://pmp.b2g.etat.lu/?page=entreprise.EntrepriseHome>

Aucun dossier de soumission ne sera envoyé individuellement.

Réception des offres/candidatures:

Les dossiers de soumissions dûment remplis par les soumissionnaires sont à remettre au pouvoir adjudicateur avant la date et l'heure fixées pour l'ouverture des offres. Le soumissionnaire remettra un original sur papier paraphé daté et signé, une copie papier et une copie électronique (CD/DVD-ROM, clé USB) de l'ensemble des pièces constituant son offre. La langue du dossier est le français.

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

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

**VI.4.2. Review procedure**

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

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

6.3.2017