

UK-London: hard FM maintenance services for the European Commission Representation and the European Parliament Information Office, 32 Smith Square, London

OJ S 93/2012 16/05/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for Communication, Representation in the United Kingdom

Postal address: Europe House, 32 Smith Square

Town: London

Postal code: SW1P 3EU

Country: United Kingdom

For the attention of: Ms Anne Jung

E-mail: comm-uk-procurement2@ec.europa.eu

Telephone: +44 2079731957

Fax: +44 2079731895

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/unitedkingdom/work_with_eu/tenders/index_en.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

II.1. Description

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

Hard FM maintenance services for the European Commission Representation and the European Parliament Information Office, 32 Smith Square, London.

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

Services

Service category No 1: Maintenance and repair services

Main site or place of performance: Europe House, 32 Smith Square, London SW1P 3EU, UNITED KINGDOM.

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 services to be delivered by the contractor include the operation and the maintenance of the engineering and electronic systems of the building (and the exclusively used areas where applicable) including the preventive periodic maintenance, building inspection, repairs and handyman services, this all in compliance with national and EU laws.

II.1.6. CPV code(s)

50000000 Repair and maintenance services, 50324100 System maintenance services, 50324200 Preventive maintenance 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 contract value is between approximately 400 000 EUR to 600 000 EUR for the full 5 years, or between 80 000 EUR and 120 000 EUR for the initial period of 1 year.

Estimated value excluding VAT:

Range: between 80 000 and 120 000 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

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

Payments will be made on a monthly basis on production and acceptance by the contracting authority of a technical report containing the monthly list of fulfilled services and presentation of an invoice in due and proper form which conforms to national accounting regulations.

Provisions related to payment are laid down in the draft contract annexed to the invitation to tender.

Payment will be made exclusive of VAT, as the European Union is exempt from all duties and taxes, including value added tax (VAT), under Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Union.

Invoices presented by the contractor must specify separately the amount(s) exclusive of VAT and the amount of VAT.

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 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 PQQ.

III.2.2. Economic and financial ability

List and brief description of conditions: See PQQ.

III.2.3. Technical and professional ability

List and brief description of conditions:
See PQQ.

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

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

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

Envisaged minimum number 5: and Maximum number 7

Objective criteria for choosing the limited number of candidates: Sections A and C of the PQQ will be scored and weighted in line with the scoring mechanism and weightings listed in the PQQ.

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

RP/2012-6-INF/LON.

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: 10.6.2012

Payable documents: no

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

11.6.2012 - 17:00

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

18.7.2012

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

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

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 PQQ documentation from the Internet. All documentation of this pre-qualification questionnaire (memorandum of information, pre-qualification questionnaire and evaluation matrix) including any additional documents are published at the following Internet website address: http://ec.europa.eu/unitedkingdom/work_with_eu/tenders/index_en.htm

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

A compulsory on-site visit is planned on 24.7.2012 (14:30 local time), at the following address: Europe House, 32 Smith Square, London SW1P 3EU, United Kingdom.

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 126(1)(f) and Article 126(3) of the Commission Regulation (EC, Euratom) No 2342/2002 of 23.4.2002 laying down detailed implementing rules, 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

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünewald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: 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 Niedergrünewald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: 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

4.5.2012

