

Belgium-Brussels: DIGIT/R3/PR/2014/080 'WEEE' — Collection, recycling and dismantling of ICT equipment and appliances

OJ S 98/2015 22/05/2015

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for Informatics, Resources Management and Optimisation Directorate, ICT Procurement and Contract Management Unit

Postal address: rue Belliard 28, Office: 07/142

Town: Brussels

Postal code: 1049

Country: Belgium

For the attention of: Mr Martin Bilbao, Head of Unit

E-mail: digit-contracts-info-centre@ec.europa.eu

Telephone: +32 22960762

Fax: +32 22957702

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/dgs/informatics/index_en.htm

Electronic access to information: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=858>

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

Other: Information technologies.

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

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Education, Audiovisual and Culture Executive Agency

Postal address: avenue du Bourget 1

Town: Brussels

Postal code: 1140

Country: Belgium

Official name: Executive Agency for Small and Medium-sized Enterprises

Postal address: avenue du Bourget 1

Town: Brussels

Postal code: 1140

Country: Belgium

Official name: Innovation and Networks Executive Agency

Postal address: W910

Town: Brussels
Postal code: 1049
Country: Belgium
Official name: Consumers, Health, Agriculture and Food Executive Agency
Postal address: DRB A3/042
Town: Luxembourg
Postal code: 2920
Country: Luxembourg
Official name: Research Executive Agency
Postal address: COV2
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: European Research Council Executive Agency
Postal address: COV2
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: European Economic and Social Committee
Postal address: rue Belliard 99
Town: Brussels
Postal code: 1040
Country: Belgium
Official name: Committee of the Regions
Postal address: rue Belliard 99–101
Town: Brussels
Postal code: 1040
Country: Belgium
Official name: European Data Protection Supervisor
Postal address: rue Wiertz 60
Town: Brussels
Postal code: 1047
Country: Belgium

Section II: Object of the contract

II.1. Description

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

DIGIT/R3/PR/2014/080 'WEEE'.

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

Services

Service category No 7: Computer and related services

Main site or place of performance: The services will be delivered within the premises of the Commission and the other participating EU Institutions established in Brussels and its surroundings, Geel (Belgium) and Luxembourg.

NUTS code

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

Framework agreement with a single operator

Duration of the framework agreement

Duration in years: 4

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

The purpose of this procedure is to select a contractor for the collection, recycling and dismantling, for humanitarian and environmental purposes, of ICT equipment and appliances for which there is no use anymore within the Commission and other participating EU Institutions established in Brussels and its surroundings, Geel and Luxembourg.

II.1.6. CPV code(s)

72500000 Computer-related services, 63121100 Storage 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 market volume is estimated at the collection of 140 000 ICT equipment per annum. This quantity is given for information purposes only and is not binding on the Commission.

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 48 (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

Not required.

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

The relevant provisions are laid down in the tendering specifications.

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

Joint tenders submitted by several economic operators (e.g. consortia) are allowed. If awarded, partners in a joint tender will be asked to assume joint and several liability for the

performance of the contract as a whole. Economic operators may be required to give a formal status to their collaboration before the contract is signed.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Information and formalities necessary for evaluating if requirements are met:

A. Dispatch of applications:

Requests to participate must be sent in a letter posted no later than the date in point IV.3.4 of this notice.

Faxed or e-mailed requests to participate must be confirmed by a letter posted before the same date.

Requests to participate must be sent in a double envelope. Both envelopes must be sealed and the inner one must be marked with both the name of the department which it is addressed to (see above) and the following: 'DIGIT/R3/PR/2014/080 "WEEE" — request to participate (name of candidate) — not to be opened by the internal mail service'. If self-adhesive envelopes are used, they must be sealed with adhesive tape and the sender must sign across the tape.

You may send your request to participate by mail through the post or by courier service.

In this case, your request to participate must be posted no later than midnight on the final date for the submission of requests to participate.

You are strongly advised to use registered mail or an equivalent service guaranteeing the traceability of your dispatch.

Proof of compliance with the deadline will be constituted by the date of dispatch, the postmark or the date of the deposit slip.

In case of doubt, a candidate may be asked to provide proof of dispatch.

In case a request to participate is sent by post the address on the outer envelope shall be as follows:

European Commission, call for tenders — reference: DIGIT/R3/PR/2014/080 'WEEE', attention: Unit DIGIT/R3, Office B-28 07/141, 1049 Brussels, BELGIUM.

In case a request to participate is sent by courier service the address on the outer envelope shall be as follows:

European Commission, call for tenders — reference: DIGIT/R3/PR/2014/080 'WEEE', attention: Unit DIGIT/R3, Office B-28 07/141, avenue du Bourget 1/Bourgetlaan 1, 1140 Brussels, BELGIUM.

The candidate or an agent may deliver the request to participate in person at the European Commission's premises.

In both cases, the request to participate must be deposited at the European Commission's Central Mail Office no later than the final date for the submission of requests to participate only during the normal opening hours.

At the time of writing, the European Commission's Central Mail Office is located at the following address: avenue du Bourget 1/Bourgetlaan 1, 1140 Brussels, BELGIUM (tel. +32 22992921), and open on normal working days: from Monday to Thursday from 7:30 to 17:00, on Friday from 7:30 to 16:00.

However, we cannot guarantee that the information given above will continue to be accurate in the future and cannot therefore be held liable in the event of any change. You are fully responsible for ensuring that your offer is deposited in time.

A Commission official of the Central Mail Office taking delivery of the request to participate will issue a receipt stating the date and time of delivery. This receipt will serve as proof of compliance with the deadline.

For security reasons, delivery by hand on the premises of the Commission other than Central Mail Office cannot be accepted as a valid deposit.

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: A. Candidates must be a legally-formed not-for-profit association.

The organisation must carry out humanitarian activities to combat poverty in all forms, or give its support to other associations working in the same field.

B. Legal position:

The candidate shall enclose documentary proof with the name of the country in which he has his head office or is domiciled, as required under law in his country of residence.

The candidate shall enclose a duly signed and dated solemn declaration stating that he is not in any of the situations which would disqualify him from taking part in a contract awarded by the European Union. The solemn declaration must take the form of the template published on the following page: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=858>

NB: the successful tenderer must, on pain of exclusion, furnish the following documentary evidence in support of the solemn declaration prior to signature of the contract:

- recent extract from the judicial record or, failing this, an equivalent document recently issued by an appropriate judicial or administrative body in the country in which the tenderer resides, stating that he is not bankrupt or being wound up, his affairs are not being administered by the court, he has not entered into an arrangement with creditors, he has not suspended business activities, is not the subject of proceedings of this nature, nor is he in any analogous situation arising from a similar procedure under national laws or regulations,
- recent extract from the judicial record or, failing this, an equivalent document recently issued by an appropriate judicial or administrative body in the country in which the tenderer resides, stating that he has not been convicted of an offence concerning his professional conduct by a judgment which has the force of 'res judicata' and has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or for any other illegal activity detrimental to the European Union's financial interests,
- recent certificate issued by an appropriate body in the country in which the tenderer resides, stating that he has fulfilled his obligations in respect of payment of social security contributions,
- recent certificate issued by an appropriate body in the country in which the tenderer resides, stating that he has fulfilled his obligations in respect of payment of taxes (direct taxes and VAT) in accordance with legal provisions in said country.

Where no such documents or certificates are issued in the country concerned, they may be replaced by a statement under oath, or failing that, a solemn declaration made by the tenderer before a judicial or administrative body, a notary or a qualified professional body in said country.

NB: groupings must furnish the solemn declaration along with the supporting documents and information, in the event they are awarded the contract, for each individual member.

III.2.2. Economic and financial ability

List and brief description of conditions: All candidates must provide proof of their economic and financial capacity to guarantee continuous and satisfactory performance throughout the envisaged lifetime of the contract. Submission of evidence regarding all the following criteria is mandatory:

1. professional risk indemnity insurance;
2. balance sheets or extracts from balance sheets for the past 3 financial years for which accounts have been closed, or equivalent documentation (e.g. where company law in the country in which you are established does not require you to publish your balance sheet);
3. a statement of overall turnover and turnover concerning the services to be covered by the contract during the last 3 financial years;
4. if you rely on the capacities of other entities (e.g. your parent company), a written undertaking on the part of those entities confirming that they will place the resources necessary for performance of the contract at your disposal.

III.2.3. Technical and professional ability

List and brief description of conditions:

All the following documentary evidence must be provided:

- statement as to the company's staff numbers,
- list of used goods removals carried out in the past 3 years, and what they were destined for. Should the company not have such a list, it must provide proof of its capacity to remove used goods,
- statement as to whether or not the candidate intends subcontracting part of the contract and, if so, the proportion likely to be subcontracted. Any part of the contract subcontracted remains the contractor's responsibility. The Commission reserves the right to verify the legal position, economic and financial capacity and the technical capacity of any subcontractors.

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: no

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

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

Lowest price

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

DIGIT/R3/PR/2014/080 'WEEE'.

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

29.6.2015

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

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

1) The attention of interested parties is drawn to the aim of this notice, i.e. to select candidates who will receive the specifications and be invited to tender.

2) NB: interested parties are requested to strictly observe the conditions stated in point III.2 of this notice when submitting their request to participate, namely:

a. to send their application by letter before the date given in point IV.3.4;

b. to enclose the documents and information required under points III.1.4 and III.2.2 to III.2.3 (groupings must furnish separate documents and information for each member);

c. the candidate must affirm that he is not in any of the exclusion situations by enclosing with his application a dated and signed solemn declaration, cf. point III.2.1 B — Legal position.

Documentary proof in support of this solemn declaration will be requested subsequently from the tenderer awarded the contract.

Incomplete applications may be automatically rejected.

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court
Postal address: rue du Fort Niedergrünewald
Town: Luxembourg
Postal code: 2925
Country: Luxembourg
E-mail: generalcourt.registry@curia.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 the 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: European Commission, Directorate-General for Informatics, Resources Management and Optimisation Directorate, ICT Procurement and Contract Management Unit
Postal address: rue Belliard 28
Town: Brussels
Postal code: 1049
Country: Belgium
E-mail: digit-contracts-info-centre@ec.europa.eu
Telephone: +32 22960762
Fax: +32 22957702

VI.5. Date of dispatch of this notice

12.5.2015