

**Belgium-Brussels: Insurance cover for the building stock of the European Commission and associated institutions and agencies, as well as its contents**

OJ S 101/2016 27/05/2016

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Commission

National registration number: OIB.02/PO/2016/039/717

Postal address: CSM 1 05/43

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1049

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**Main address: <http://ec.europa.eu>Address of the buyer profile: [http://ec.europa.eu/oib/procurement\\_fr.htm](http://ec.europa.eu/oib/procurement_fr.htm)**I.1. Name and addresses**

Official name: Council of the European Union

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1048

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**Main address: <http://ec.europa.eu>**I.1. Name and addresses**

Official name: Committee of the Regions of the European Union

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1040

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**

Main address: <http://ec.europa.eu>

#### **I.1. Name and addresses**

Official name: European Economic and Social Committee

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1040

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**

Main address: <http://ec.europa.eu>

#### **I.1. Name and addresses**

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

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1210

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**

Main address: <http://ec.europa.eu>

#### **I.1. Name and addresses**

Official name: Innovation and Networks Executive Agency (INEA)

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1040

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**

Main address: <http://ec.europa.eu>

#### **I.1. Name and addresses**

Official name: European Research Council Executive Agency (ERCEA)

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1210

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**

Main address: <http://ec.europa.eu>

**I.1. Name and addresses**

Official name: Education, Audiovisual and Culture Executive Agency (EACEA)

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1140

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**

Main address: <http://ec.europa.eu>

**I.1. Name and addresses**

Official name: SESAR Joint Undertaking

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1000

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: [oib-marches-publics@ec.europa.eu](mailto:oib-marches-publics@ec.europa.eu)

Telephone: +32 22986989

Fax: +32 22960570

**Internet address(es):**

Main address: <http://ec.europa.eu>

**I.2. Information about joint procurement**

The contract involves joint procurement

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=1557>

Additional information can be obtained from the abovementioned address

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

**I.4. Type of the contracting authority**

European institution/agency or international organisation

**I.5. Main activity**

General public services

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Insurance cover for the building stock of the European Commission and associated institutions and agencies, as well as its contents.

Reference number: OIB.02/PO/2016/039/717.

**II.1.2. Main CPV code**

66510000 Insurance services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The aim of this contract is to provide insurance cover for the building stock of the European Commission and associated institutions and agencies, as well as its contents.

This contract is divided into 3 lots:

for lots 1 and 2, only the European Commission is participating in this invitation to tender;

for lot 3, the institutions and agencies referred to in point I.1. are participating in this invitation to tender.

**II.1.5. Estimated total value**

**II.1.6. Information about lots**

This contract is divided into lots: yes

Tenders may be submitted for all lots

**II.2. Description**

**II.2.1. Title**

Insurance cover for the building stock of the European Commission and associated institutions and agencies, as well as its contents.

Lot No: 1

**II.2.2. Additional CPV code(s)**

66515100 Fire insurance services, 66515200 Property insurance services

**II.2.3. Place of performance**

NUTS code: BE Belgique / België

**II.2.4. Description of the procurement**

The aim of this contract is to provide insurance cover for the building stock of the European Commission, as well as its contents.

**II.2.5. Award criteria**

Criteria below

Price

**II.2.6. Estimated value**

Value excluding VAT: 250 000,00 EUR

**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 48

This contract is subject to renewal: no

**II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11. Information about options**

Options: no

### **II.2.13. Information about European Union funds**

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

### **II.2.14. Additional information**

#### **II.2. Description**

##### **II.2.1. Title**

Insurance cover for the building stock of the European Commission and associated institutions and agencies, as well as its contents.

Lot No: 2

##### **II.2.2. Additional CPV code(s)**

66515100 Fire insurance services, 66515200 Property insurance services

##### **II.2.3. Place of performance**

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

##### **II.2.4. Description of the procurement**

The aim of this contract is to provide insurance cover for the building stock of the European Commission, as well as its contents.

##### **II.2.5. Award criteria**

Criteria below

Price

##### **II.2.6. Estimated value**

Value excluding VAT: 250 000,00 EUR

##### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 48

This contract is subject to renewal: no

### **II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11. Information about options**

Options: no

### **II.2.13. Information about European Union funds**

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

### **II.2.14. Additional information**

#### **II.2. Description**

##### **II.2.1. Title**

Insurance cover for the building stock of the European Commission and associated institutions and agencies, as well as its contents.

Lot No: 3

**II.2.2. Additional CPV code(s)**

66515100 Fire insurance services, 66515200 Property insurance services

**II.2.3. Place of performance**

NUTS code: BE Belgique / België

**II.2.4. Description of the procurement**

The aim of this contract is to provide insurance cover for the building stock of the associated institutions and agencies, as well as its contents.

**II.2.5. Award criteria**

Criteria below

Price

**II.2.6. Estimated value**

Value excluding VAT: 250 000,00 EUR

**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 48

This contract is subject to renewal: no

**II.2.10. Information about variants**

Variants will be accepted: no

**II.2.11. Information about options**

Options: no

**II.2.13. Information about European Union funds**

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

**II.2.14. Additional information**

The volume of the areas to be insured is approximately:

lot 1: 770 000 m<sup>2</sup>;

lot 2: 792 000 m<sup>2</sup>;

lot 3: 550 000 m<sup>2</sup>.

The value of the contents to be insured is approximately:

lot 1: 103 000 000 EUR;

lot 2: 91 000 000 EUR;

lot 3: 141 000 000 EUR.

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

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**III.1. Conditions for participation****III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

participation in this invitation to tender procedure is open on equal terms to all natural persons, legal entities and public bodies from a Member State of the European Union, or a grouping of these economic operators, under the following 2 distinct forms:

- an insurance company acting in its own name,
- several insurance companies under a joint tender.

The insurer/insurers submitting a tender may appoint an insurance intermediary (broker) as a single point of contact during the invitation to tender procedure and, where appropriate, for the administrative management of the contract if awarded it.

A same insurance company may only participate under 1 of the above distinct forms.

A same insurance company may not submit more than 1 tender for each lot (individually or as part of a grouping), failing which all their tenders will be automatically excluded as soon as the same company participates in more than 1 tender. Likewise, the same insurance intermediary (broker) should not be allowed to act as a single point of contact for more than 1 tenderer per lot in accordance with the conditions stipulated in the specifications, failing which all the tenders for which the broker was appointed as the single point of contact will be automatically excluded.

Each individual grouping member must comply with the non-exclusion criteria. The grouping as a whole must comply with the selection criteria (see points III.1.2 and III.1.3) and the different grouping members shall be jointly and severally liable vis-à-vis the contracting authorities for contract performance.

The tenderer shall enclose identity details (see Annex I to the specifications), as well as all the documents and information required under point III.1 'Conditions for participation' of this notice and listed in Annex I to the specifications.

The tenderer 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 tenderer shall enclose a duly signed and dated solemn declaration stating that he is not in any of the situations which would exclude him from participating in a contract awarded by the European Union. The solemn declaration must take the form of the template published on the following page, in its entirety: [http://ec.europa.eu/oib/procurement\\_fr.htm](http://ec.europa.eu/oib/procurement_fr.htm)

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

In the event they are awarded the contract, groupings must provide the solemn declaration along with the supporting documents and information for each individual member.

### **III.1.2. Economic and financial standing**

List and brief description of selection criteria:

the tenderer must provide:

- copy of the financial statements (balance sheets and operating accounts) for the past 3 financial years, showing the annual pre-tax profit. If, for a valid reason, the tenderer is unable to provide them, he must enclose a statement as to annual pre-tax profits for the past 3 years. If the financial statements or the declaration show an average loss over the past 3 years, the tenderer must furnish another document as proof of his financial and economic capacity, such as the appropriate guarantee from a third party (e.g. the parent company), statements from auditors, chartered accountants or equivalent,
- statement as to specific annual turnover realised during the past 3 financial years.

Minimum level(s) of standards possibly required:

to be selected, the tenderer must provide proof of an average specific annual turnover for the past 3 financial years of:

lot 1: minimum specific turnover amount ('fire insurance'): 1 200 000 EUR;

lot 2: minimum specific turnover amount ('fire insurance'): 1 200 000 EUR;

lot 3: minimum specific turnover amount ('fire insurance'): 1 000 000 EUR.

In the case of a tender for several lots, the average specific annual turnover of the tenderer must be at least equal to the amount resulting from adding together the minimum required for each lot.

### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

the tenderer must provide:

a list of the principal services provided over the past 3 years in the field covered by this contract, stating the names and particulars of the recipients involved and a short description (not more than half an A4 page) of the services provided (volumes, profile, special requirements, if any, etc.). Where services are provided as part of a consortium, if only part of the services were carried out by the tenderer, specify the part actually carried out by the latter, as well as that carried out by the other parties (specifying the volume of services that were subcontracted or carried out by other companies).

The Commission reserves the right to ask the recipients of the services referred to how satisfied they were with the services provided by the tenderer,

Minimum level(s) of standards possibly required:

to be selected, the tenderer must provide proof that he has insured an area for the same beneficiary (contract carried out over the past 3 years) of at least:

lot 1: 100 000 m<sup>2</sup>;

lot 2: 100 000 m<sup>2</sup>;

lot 3: 100 000 m<sup>2</sup>.

In the case of a tender for several lots, the minimum required figure must be at least equal to the amount resulting from adding together the minimum required for each lot.

### **III.2. Conditions related to the contract**

#### **III.2.2. Contract performance conditions**

Proof of approval from the Financial Services and Markets Authority (FSMA) for classes 8 (fire and natural forces), 9 (other damage to property) and 13 (general liability) set out in Annex I to the Royal Decree of 22.2.2001 and in accordance with Article 14 of Directive 2009/138/EC of the European Parliament and of the Council of 25.11.2009 on the taking-up and pursuit of the business of Insurance and Reinsurance (Solvency II), or any other equivalent authorisation issued by a body in another state.

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Open procedure

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

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

### **IV.2. Administrative information**

#### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 04/07/2016 Local time: 17:30

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish,

Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 9 (from the date stated for receipt of tender)

#### **IV.2.7. Conditions for opening of tenders**

Date: 08/07/2016 Local time: 10:00

Place:

Office pour les infrastructures et la logistique — Bruxelles (OIB), bâtiment «CSM 1», cours Saint-Michel 1 (entrée côté rue Père de Deken 23), 1040 Bruxelles, BELGIUM.

Information about authorised persons and opening procedure: 1 duly authorised representative per tenderer may attend the opening of tenders (a passport or identity card must be presented). Tenderers wishing to attend must inform Unit OIB 02 Public Procurement, in writing, no later than 2 working days prior to the opening session (see address details given in point I.1).

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

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

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

36 months after award of the contract.

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

1) The specifications and additional documents (including questions and answers) will be available at the following website: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=1557>

Interested parties are invited to register via the website. They will then be notified by the online public procurement system of any updates available for this invitation to tender. Parties not registered on the site are requested to consult it regularly. The Commission cannot be held responsible should tenderers not be aware of any additional information on this invitation to tender given on this website.

The website will be updated regularly; it is the responsibility of tenderers to check for any updates and modifications during the tendering period.

Additional information on contract terms, contract renewals, conditions for participation, minimum levels of capacity required, total estimated contract volume, etc. can be found in the specifications available on the aforementioned website. No paper version will be issued.

EMAS-certified since 2005, the OIB adopts an environmentally friendly attitude. EMAS is the eco-management and audit scheme, the EU voluntary instrument used by organisations to improve their environmental performance.

2) For further information on participating in invitations to tender and on the sequence of procedures for public procurement at the OIB, please consult the 'Guide for tenderers' and the brochure 'Doing business with the European Commission', accessible via the link: [http://ec.europa.eu/oib/procurement\\_fr.htm](http://ec.europa.eu/oib/procurement_fr.htm)

3) The contract will initially run for 12 months and may be renewed 3 times by tacit agreement for a further 12 months each time.

4) During the 3 years following conclusion of the initial contract, the contracting authority will be able to use the negotiated procedure, without prior publication of a contract notice for new services involving the repetition of similar services assigned to the party awarded this contract by the contracting authority.

## **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@curia.europa.eu](mailto:GeneralCourt.registry@curia.europa.eu)

Telephone: +352 43031

Fax: +352 43032100

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

### **VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

within 2 months of the plaintiff being notified or, failing this, of the date on which it became known to them. A complaint made to the European Ombudsman neither suspends this period nor opens a new period for lodging appeals.

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

17/05/2016