

Netherlands-Petten: Provision of temporary staff for the JRC-IET (Petten site)

OJ S 105/2014 03/06/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Joint Research Centre, Institute for Energy and Transport

Postal address: PO Box 2, 1755 ZG Petten

Town: Petten

Postal code: 1755 LE

Country: Netherlands

Contact person: Ms S. Zamana

For the attention of: Purchasing Department — Procurement

E-mail: jrc-iet-procurement@ec.europa.eu

Telephone: +31 224565656

Fax: +31 224565607

Internet address(es):

General address of the contracting authority: <http://iet.jrc.ec.europa.eu/>

Electronic access to information: <http://web.jrc.ec.europa.eu/callsfortender>

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

Other: research.

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**

Provision of temporary staff for the JRC-IET (Petten site).

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

Services

Service category No 22: Personnel placement and supply services

Main site or place of performance: on the site of the Joint Research Centre, Institute for Energy and Transport, Westerduinweg 3, 1755 LE Petten, NETHERLANDS.

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 months: 48

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 1 500 000 and 1 800 000 EUR

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

The Institute for Energy (IET) in Petten and Ispra is an institute of the Joint Research Centre (JRC), a Directorate-General of the European Commission. The IET provides scientific and technical support for the drafting, development, implementation and supervision of the Community policy on energy and the transportation thereof. Special attention is paid to the continuity of energy supplies, sustainable and safe energy production and the reliable transportation of energy. The Centre performs research in both nuclear and non-nuclear areas. In Petten, there are approximately 300 full- and part-time employees, who are both specifically trained researchers and administrative staff.

This open invitation to tender is for the provision of temporary staff at the JRC-Petten site via a framework agreement. The temporary staff shall, as a general rule, be placed in 1 of the following fields: administrative, technical and scientific.

II.1.6. CPV code(s)

79620000 Supply services of personnel including temporary staff

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

The procurement is covered by the Government Procurement Agreement: no

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

Estimated value excluding VAT:

Range: between 1 500 000 and 1 800 000 EUR

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

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

As indicated in the tender documents — see the general and particular conditions outlined in the draft contract.

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

Participation in the tender procedure is open to individual tenderers or groupings of tenderers. Groupings:

tenders may be submitted by groupings of economic operators who will not be required to adopt a particular legal form prior to contract award. In such cases, the grouping must appoint 1 member to be responsible for the contract (lead company in the grouping), both for the tender procedure and for the contract in question, should it be awarded to the grouping. This member shall also be responsible for the receipt and processing of payments for grouping members, as well as overseeing the service administration and coordination. As such, the grouping must submit a declaration, signed by all parties, indicating the name of the lead company, as well as the names of all members of the grouping, whereby the lead company obtains authorisation to submit the tender in its name or to sign the contract. All grouping members are jointly and severally liable vis-à-vis the contracting authority.

All documentation and information in III.2.1.1 and 2 must be submitted by each member of the grouping. The criteria specified in III.2.2.3 and 4 and III.2.3.5, 6 and 7 shall apply to the grouping.

III.1.4. Contract performance conditions

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

Description of particular conditions: subcontracting:

the tasks may be subcontracted. If the tenderer submits a tender with the intention of subcontracting services to 1 or more specific economic operators in order to meet the tender criteria, it must also provide the documentation and information outlined in III.2.1.1 and 2 relating to the economic operators proposed for performance of more than 20 % of the contract (value).

The Commission reserves the right to request the supporting documents mentioned in point III. 2.1.1 and assess whether the economic operator meets the selection criteria.

Where subcontracting is to be carried out in order to comply with the tender criteria, the tenderer must provide a letter of intent from each economic operator proposed to carry out more than 20 % of the contract, in which the latter declare(s) their willingness to work with the tenderer with a view to carrying out the activities set out in the contract, if awarded it.

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: 1) tenderers are hereby informed that, in accordance with Articles 106 and 107 of the Financial Regulation currently in force, Regulation (EU, Euratom) No 966/2012, economic operators shall be excluded from participation in the tender procedure if they are in any of the situations described therein. Tenderers must submit a

solemn declaration in which they state that they are not in any of the situations referred to above (solemn declaration of honour concerning the exclusion criteria).

A template of this declaration is available for use on the contracting authority's website:

<http://www.jrc.ec.europa.eu/callsfortender>

Prior to signing a contract, the tenderer to whom the contract has been awarded must provide supporting documents substantiating such declarations.

2) Tenderers must provide proof of their entry in a professional or trade register.

III.2.2. Economic and financial ability

List and brief description of conditions: 3) the tenderer must provide an auditor's report or another official document concerning the overall turnover and the turnover related to equivalent services (provision of staff) provided during the past 2 financial years for which accounts have been closed.

Minimum level(s) of standards possibly required: with regard to 3), the minimum overall turnover must have been 1 200 000 EUR or more during the past financial year for which accounts have been closed or, when taken as a whole, 2 400 000 EUR over the past 2 financial years for which accounts have been closed.

III.2.3. Technical and professional ability

List and brief description of conditions:

4) proof that the tenderer belongs to a professional association of temporary employment agencies in the Member State where he resides;

5) if the tenderer uses the resources of another entity (e.g. his parent company), a written undertaking to the effect that said entity will provide the tenderer with all the resources necessary for performance of the contract;

6) list of the principal references concerning similar services provided over the past 3 years, indicating the following information: contract values, data, public or private recipients plus a brief description of the main area(s) of work (e.g. administrative, technical, etc.);

7) recent proof (dating back less than 12 months) showing that the tenderer fulfils the requirements of NEN 4400 (or equivalent).

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

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

JRC/PTT/2014/B.10/0004/OC

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

11.7.2014

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: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 15.7.2014 - 14:30

Place:

JRC-IET site, Westerduinweg 3, 1755 LE Petten, NETHERLANDS.

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

Information about authorised persons and opening procedure: members of the contracting authority's internal committee, plus 1 duly authorised representative per tenderer who has expressed the intention of attending the opening of tenders and declared his name and position (e-mail: jrc-iet-procurement@ec.europa.eu). A passport or other official identification document must be presented at the time of the visit in order to gain access to the Petten site (a driving licence will not suffice).

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

(a) Tender documentation can be downloaded from the contracting authority's website: <http://web.jrc.ec.europa.eu/callsfortender/> (under IET in the 'Filter by' tab) by clicking on the link relating to this invitation to tender (JRC/PTT/2014/B.10/0004/OC). Access to the

document is both free and unrestricted. Please note that complementary information (e.g. the Commission's answers to questions) shall only be made available on this website, which itself is subject to continuous amendment. It is the tenderer's responsibility to check the website regularly for additional information or updates relating to this tender procedure.

(b) In accordance with Article 134(3) of Commission Regulation (EU) No 1268/2012 of 29.10.2012 laying down detailed rules for the implementation of Council Regulation (EU, Euratom) No 966/2012 on the financial rules applicable to the general budget of the Union, the Commission reserves the right to use the negotiation procedure with the economic operator selected to perform this contract in the cases outlined in Article 134(1)(f) of said regulation.

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
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 plaintiff being notified or, failing this, of the date on which it became known to them. A complaint neither suspends this period nor opens 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@curia.europa.eu
Telephone: +352 4303-1
Fax: +352 4303-2100
Internet address: <http://curia.europa.eu>

VI.5. Date of dispatch of this notice

22.5.2014