

**B-Brussels: Supply and installation of general security equipment for access control/pass system (CA/TA)**

OJ S 113/2013 13/06/2013

Contract notice

Supplies

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Parliament, Directorate-General for the Presidency

Postal address: rue Wiertz 60, PHS 07C82

Town: Brussels

Postal code: 1047

Country: Belgium

For the attention of: Programming, Budget Management and Contracts Unit

E-mail: [marches-tenders@ep.europa.eu](mailto:marches-tenders@ep.europa.eu)

Fax: +32 22843038

**Internet address(es):**General address of the contracting authority: <http://www.europarl.europa.eu/tenders/invitations.htm>Address of the buyer profile: <http://www.europarl.europa.eu/tenders/invitations.htm>Electronic access to information: <http://www.europarl.europa.eu/tenders/invitations.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**

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

Supply and installation of general security equipment for access control/pass system (CA/TA).

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

Supplies

Main site or place of performance: Brussels, Luxembourg, Strasbourg.

NUTS code BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest,FR42 Alsace

### **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: 3

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

Estimated value excluding VAT: 500 000 EUR

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

The aim of the contract is to enter into a framework contract for the purchase, installation and commissioning of general security equipment; for the existing access control/pass system (CA/TA); on the European Parliament sites in Brussels, Luxembourg and Strasbourg. This equipment is for the limited extension of the existing installation or for urgent repair work. The contract will also cover preventive and corrective maintenance for the system during the warranty periods of equipment supplied by the contractor.

Bearing in mind that the European Parliament is seeking to enter into a contract for supplies for the existing CA/TA system, the equipment models and makes to be purchased are given as follows:

IDCS LPU, S3000 series;

IDCS DCU, S3000 series;

IDCS relay card for (R)DCU;

IDCS RDCU, S3000 series;

IDCS RCU, S3000 series;

IDCS RDR, S3000 series;

DEISTER PRX15;

Xtralys/IDCS S1000 controller;

Xtralys/IDCS CPU card for the S1000 module;

Xtralys/IDCS communications motherboard for the S1000 module;

Xtralys/IDCS serial communications card for S1000;

Xtralys/IDCS fibre-optic communications card for S1000;

Xtralys/IDCS input card for the S1000 module;

Xtralys/IDCS output card for the S1000 module;

Xtralys/IDCS power for the S1000 module;

Xtralys/IDCS M2000 controller;

Xtralys/IDCS CPU card for the M2000 module;

Xtralys/IDCS input card for the M2000 module;

Xtralys/IDCS output card for the M2000 module;

Xtralys/IDCS power for the M2000 module;

Xtralys/IDCS S2000 controller;

Xtralys/IDCS CPU card for the S2000 module;

Xtralys/IDCS input card for the S2000 module;

Xtralys/IDCS output card for the S2000 module;

Xtralys/IDCS power for the S2000 module;

Xtralys/IDCS badge reader;

Xtralys/IDCS badge reader;

Xtralys/IDCS twin-terminal concentrator;

Xtralys/IDCS battery for the S1000, M2000 or S2000 modules;

Xtralys/IDCS INVISE software ('Guard' type) with licence.

This list of equipment is not exhaustive.

The framework contract for up to 3 years will be set up via specific contracts and/or order forms.

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

35000000 Security, fire-fighting, police and defence equipment

**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**

**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**

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

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**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**

(a) Orders for supplies only:

— upon delivery of the supplies, payment of 100 % of the total value of the purchase order executed;

(b) orders for supplies, including installation and/or configuration and/or commissioning, and

(c) orders for replacement of equipment installed:

— upon provisional acceptance, payment of 90 % of the total value of the purchase order /contract executed,

— upon final acceptance, payment of 10 % of the total value of the purchase order/contract executed.

**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**

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

Description of particular conditions: the contractor will undertake to treat any information and documents related to performing the contract in a strictly confidential manner, and not to use them or disclose them to third parties. The contractor will remain bound by this commitment after completion of the work.

The contractor will obtain from all his staff members and his administrative and managerial bodies, the commitment to respect the confidential nature of any information directly or indirectly related to performing the work, and not to disclose to third parties or use for their own personal benefit or that of any third party any documents or information which have not been published, even once the work has been completed.

### **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: Exclusion criteria:

\* Article 106 of the Financial Regulation:

1. candidates will be excluded from taking part in procurement procedures if:

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they or persons having powers of representation, decision making or control over them have been convicted of an offence concerning their professional conduct by a judgment which has the force of 'res judicata';
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the EIB and international organisations;
- (d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- (e) they or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation, or any other illegal activity, where such illegal activity is detrimental to the Union's financial interests;
- (f) they are subject to an administrative penalty referred to in Article 109(1).

Points (b) and (e) shall not apply where the tenderers can demonstrate that adequate measures have been adopted against the persons having powers of representation, decision making or control over them, who are subject to a judgment as referred to in points (b) or (e).

\* Article 107 of the Financial Regulation:

2. candidates will not be considered for contract award if, at the time of the procurement procedure for this contract, they:

- (a) are subject to a conflict of interests;
- (b) are guilty of misrepresenting the information required by the contracting authority as a condition of participation in the procurement procedure or fail to supply that information;
- (c) find themselves in one of the situations of exclusion, referred to in paragraph 1, points (a) to (f) above, for the procurement procedure.

\* Evaluation of exclusion criteria:

candidates must submit the following proof:

1. recent extract from the judicial record or, failing this, an equivalent document recently issued by a judicial or administrative body in the country of origin or provenance, showing that the candidate is not in any of the situations mentioned in points (a), (b) or (e) of Article 106(1) of the Financial Regulation;
2. recent certificate(s) issued by the appropriate body in the country concerned as proof that

the candidate is not in the situation mentioned in point (d) of Article 106(1) of the Financial Regulation.

Where the documents or certificates indicated above are not issued in the country concerned, and for the other exclusion cases referred to in Article 106 of the Financial Regulation, they may be replaced by a statement under oath or, failing that, a solemn declaration made by the interested party before a judicial or administrative body, a notary or a qualified professional body in the country of origin or provenance;

3. solemn declaration, duly signed and dated, stating that he is not in any of the situations referred to in Articles 106 and 107 of the Financial Regulation.

Candidates are exempt from having to provide the documentary evidence referred to in paragraph 1 if it has already been submitted as part of another European Parliament contract award procedure and provided that the documents in question are less than 1 year old and still valid. In such a case, candidates must solemnly declare that the supporting documents have already been provided for a specified previous contract award procedure and that no change in their situation has occurred.

Candidates must provide proof of their authorisation to produce the object covered by the contract in accordance with national law. Proof of status will be assessed on the basis of the following factors, for which documentary evidence must be provided:

— candidates must be natural persons or legal entities (entry on the professional or trade register or statement under oath or certificate, membership of a specific organisation, express authorisation, entry on the VAT register).

Where applicable, in the case of a grouping of companies, documentary evidence of the grouping's formation and of the current contractual arrangements between its members. The legal entity's powers of representation must be proven by statutory acts and/or proceedings adopted in application of the status.

\* Proof of access to the contract:

access to the contract will be assessed on the basis of the following factor, for which documentary evidence must be provided:

— candidates must state the name of the country in which they have their head office or are domiciled, enclosing the documents evidencing this under their national law.

All elements submitted by the candidate must be backed up by official documents.

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

List and brief description of conditions: the financial and economic capacity will be assessed on the information contained in the following documents, to be supplied by candidates:

1. annual accounts for at least the past 2 financial years for which accounts have been closed, where publication of balance sheets is prescribed under company law in the country in which the economic operator is resident; and

2. statement as to overall turnover, and turnover for the works, supplies or services related to the field of the contract and realised over a period of no more than the past 3 financial years.

Minimum level(s) of standards possibly required: — minimum annual turnover of 500 000 EUR.

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

List and brief description of conditions:

1. list of the principal services performed and supplies delivered over the past 3 years, with details of their values, dates and the public or private recipients thereof. Where the recipient of said services and deliveries was a department of an EU institution, economic operators shall furnish proof of this in the form of certificates issued or countersigned by the appropriate body; and

2. CVs of managerial staff and the standard team proposal for performing the contract in

accordance with the following profiles:

\* manager:

the manager shall be the direct contact person for European Parliament representatives. He shall be fully conversant in written and spoken French and be present on site when so requested by the European Parliament representative(s).

The contractor's staff and subcontractors will be under his control and accountable to him;

\* project manager:

the same person may hold both this position and that of manager for the contract.

He will make sure that:

- the services are quality controlled,
- the quality of technical documents and reports is as defined in this contract,
- the work is organised,
- the services are prepared and monitored,
- the subcontractors are monitored and the security measures of subcontractors are coordinated,
- the European Parliament representatives are kept informed,
- discipline prevails on site and among staff,
- the parties working at the workstations are suitably trained and the prevention plan is complied with.

This person will be the contact person for European Parliament representatives as regards day-to-day activities. An excellent command of French and/or English is required. His remit will also include ordering equipment or calling on additional staff to meet contract obligations;

\* technical staff:

sufficient knowledge of French and/or English is required.

Said staff will be tasked with adequately installing all the equipment concerned within the deadlines set; and

3. statement as to the tenderer's average annual manpower.

Minimum level(s) of standards possibly required:

- at least 3 years' experience of deliveries and installations similar to those in the contract in question,
- a team comprising a manager, a project manager (these 2 positions may be held by the same person) and technical staff,
- excellent command of French and/or English.

#### **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**

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#### **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**

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**

EP/DGPRES/SEC/FOUR/2013-030R.

#### **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**

10.7.2013

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

9.9.2013

#### **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**

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### **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 invitation to tender procedure will be in 2 stages, as follows:

I. first stage (preselection stage):

candidates are invited to submit requests to participate which must contain all the information requested in section III of this contract notice (legal, economic, financial and technical information). The request to participate will comprise 1 original and 2 copies.

The request to participate must be submitted as follows:

1. request to participate giving the particulars of the company, the name of its representative

- authorised to sign a contract and a contact person responsible for requests to participate;
2. elements enabling assessment of the exclusion criteria (point III.2.1 of this notice), including:
    - 2.1 recent extract from the judicial record or, failing this, an equivalent document recently issued by a judicial or administrative body in the country of origin or provenance, showing that the tenderer to be awarded the contract is not in any of the situations mentioned in points (a), (b) or (e) of Article 106(1) of the Financial Regulation;
    - 2.2 recent certificate(s) issued by the appropriate body in the country concerned as proof that the tenderer is not in the situation mentioned in point (d) of Article 106(1) of the Financial Regulation. Where the documents or certificates indicated above are not issued in the country concerned, and for the other exclusion cases referred to in Article 106 of the Financial Regulation, they may be replaced by a statement under oath or, failing that, a solemn declaration made by the interested party before a judicial or administrative body, a notary or a qualified professional body in the country of origin or provenance;
    - 2.3 solemn declaration, duly signed and dated, stating that he is not in any of the situations referred to in Articles 106 and 107 of the Financial Regulation;
  3. document(s) as proof of access to the contract (point III.2.1 of this notice);
  4. document(s) as proof of the candidate's status (point III.2.1 of this notice);
  5. elements enabling assessment of the financial and economic capacity (point III.2.2 of this notice);
  6. elements enabling assessment of the professional and technical capacity (point III.2.3 of this notice).

The deadline for submission of requests to participate is set at 10.7.2013. Those requests failing to comply with said deadline will be declared non-compliant.

Candidates may send their requests to participate:

(a) either by post or by courier, dispatched no later than the 10.7.2013 deadline, as evidenced by the postmark or the date on the delivery receipt, to the following address:

European Parliament, Directorate-General for the Presidency, Resources Directorate, Programming, Budget and Contracts Unit, Invitation to tender: EP/DGPRES/SEC/FOUR/2013-030R, rue Wiertz 60 (PHS 07C084), 1047 Brussels, BELGIUM;

(b) or by delivery to the Official Mail Service (see address and hours below) directly or by any representative of the tenderer no later than the 10.7.2013 deadline. Delivery of the tender will be established by a receipt, signed and dated, in duplicate from the European Parliament's Official Mail Service. This date will serve as proof.

European Parliament, Official Mail Service, Altiero Spinelli Building, Office 00F256, rue Wiertz 60, 1040 Brussels, BELGIUM.

The opening hours of the Official Mail Service to which the tenders must be delivered are: Monday to Thursday 9:00–12:00 and 14:00–17:00, and Friday: 9:00–12:00.

A double envelope must be used for the package in order to conserve tender confidentiality and integrity. Both envelopes are to be sealed. The inner envelope must show:

— the recipient department:

European Parliament, Directorate-General for the Presidency, Resources Directorate, Programming, Budget and Contracts Unit, rue Wiertz 60 (PHS 07C084), 1047 Brussels, BELGIUM,

— the invitation to tender reference and the following: 'Appel d'offres: EP/DGPRES/SEC/FOUR/2013-030R — Expéditeur: company name — À ne pas ouvrir par le service du courrier ni par aucune personne non habilitée'.

If self-seal envelopes are used, they must be sealed with adhesive tape, with the sender's signature written across the tape. The sender's signature will be considered as either the handwritten signature or the signature and his company's stamp. The outer envelope shall also be marked with the name or corporate name of the tenderer, and the exact address

where the latter may be informed of the outcome of his request.

II. Second stage (tender stage):

candidates shortlisted at the end of the preselection period will be invited to tender. The invitation to tender dossier (including the letter of invitation to tender, the specifications and the model contract to be used) will be sent to them directly without any other publication in the Official Journal of the European Union.

NB: sending a request to participate or drawing up a tender does not give tenderers either the right to be awarded a contract or to receive any compensation for costs incurred. This notice does not entail any obligation on the part of the contracting authority to award the contract.

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

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

Official name: General Court of the Court of Justice of the European Union

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: [generalcourt.registry@curia.europa.eu](mailto:generalcourt.registry@curia.europa.eu)

Telephone: +352 4303-1

Fax: +352 433766

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

##### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: interested parties should contact the body responsible for appeal procedures to obtain information on deadline(s) for lodging appeals.

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

Official name: As in point VI.4.1

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

3.6.2013