

B-Brussels: provision of medical and paramedical services — Research Centre — Ispra

OJ S 117/2012 21/06/2012

Contract notice

Services

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: European Commission, Directorate-General for Human Resources and Security, Directorate 'Shared resource services — Finance and Internal Control'

Postal address: Office SC 11 6/28

Town: Brussels

Postal code: 1049

Country: Belgium

E-mail: hr-contrats-marches@ec.europa.eu

Fax: +32 22991924

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

Health

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 medical and paramedical services — Research Centre — Ispra.

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

Services

Service category No 25: Health and social services

Main site or place of performance: Ispra (Italy).

NUTS code IT Italia

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 several operators

Maximum number Envisaged maximum number of participants to the framework agreement
: 3

Duration of the framework agreement

Duration in months: 48

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

The aim of this contract is to provide the medical department of the European Commission in Ispra (Italy) with individual service providers, groupings of individual service providers, clinics, medical practices or consortia of service providers in the fields defined in the following 10 lots:

lot 1: radiology services;

lot 2: emergency medical services;

lot 3: ophthalmology services;

lot 4: medical services for monitoring absenteeism;

lot 5: paediatrics services;

lot 6: cardiology services;

lot 7: social worker services;

lot 8: nursing services;

lot 9: radiology technician services;

lot 10: radiotoxicology laboratory technician services.

II.1.6. CPV code(s)

85000000 Health and social work services, 85140000 Miscellaneous health services, 85121100 General-practitioner services, 85121231 Cardiology services, 85121281 Ophthalmologist services, 85121291 Paediatric services, 85150000 Medical imaging services, 85310000 Social work services, 85148000 Medical analysis services, 85145000 Services provided by medical laboratories, 85141220 Advisory services provided by nurses

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: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

On the basis of an annual estimate, the total volume of services to be provided under the framework contracts is defined as follows:

— lot 1: radiology services: 94 hours/year (2 hours/week),

— lot 2: emergency medical services: 2 116,5 hours/year (41 hours 30/week),

— lot 3: ophthalmology services: 423 hours/year (9 hours/week),

— lot 4: medical services for monitoring absenteeism: 329 hours/year (7 hours/week),

— lot 5: paediatrics services: 100 hours/year (2 hours/week),

— lot 6: cardiology services: 141 hours/year (3 hours/week),

— lot 7: social work services: 822,5 hours/year (16,5 hours/week),

— lot 8: nursing services: 940 hours/year (20 hours/week),

— lot 9: radiology technician services: 376 hours/year (8 hours/week),

— lot 10: radiotoxicology laboratory technician services: 940 hours/year (20 hours/week).

However, this information is given as a guideline only and is not in any way binding on the European Commission as regards the volume of work.

For lots 1, 3, 4, 5, 6, 7, 8, 9 and 10, successive multiple framework contracts will be entered into with a maximum of 3 individual service providers/groupings/medical practices/consortia, for a total maximum duration of 4 years.

A 'multiple framework contract' is understood as being a situation where separate framework contracts are entered into on identical terms between the contracting authority and several service providers. This is to ensure that the contract will be carried out successively by 1 or other of the contractors, should the first one be unavailable (the list of tenderers in descending order, determined in accordance with the contract award criteria shall be used for this).

Thus, providing a sufficient number of acceptable tenders is received, there will be 3 framework contracts per lot which will entail contractors being called on successively.

In accordance with this 'successive' award principle:

— in the event of an order, the contracting authority's management departments will contact the first contractor,

— if the latter cannot respond favourably the management departments will contact the second contractor,

— then, where applicable, the third contractor.

For lot 2, standard framework contracts will be entered into.

As the Commission will need to award more than 1 contract to cover the hours required, namely 2 116,5 hours/year,

— the lowest-priced tender will be awarded the first contract for the services corresponding to the tender submitted (1 or 2 days/week),

— the second lowest-priced tender will be awarded the second contract for the services corresponding to the tender submitted (1 or 2 days/week),

— the third lowest-priced tender will be awarded the third contract for the services corresponding to the tender submitted (1 or 2 days/week) or as a maximum for the days remaining to be allocated after the award of the first and second contracts.

If the lowest-priced tender was submitted by a grouping authorised to tender for 5 days/week, this grouping will be considered as the sole successful tenderer for the contract.

In the event of several tenders having the same lowest price, the tenderers concerned will be asked to submit new prices to settle the tie.

During the 3 years following conclusion of the contract, the contracting authority will be able to use the negotiated procedure without prior publication of a contract notice to enter into additional contracts for the provision of services similar to those entrusted to the tenderer awarded the present contract by the same contracting authority.

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)

Information about lots

Lot No: 1

Lot title: radiology services

1) Short description

The services comprise:

- drawing up, on the premises of the medical department, written reports on the results of X-rays carried out and provided by the medical department,
- other services in the radiology field.

2) CPV code(s)

85000000 Health and social work services, 85150000 Medical imaging services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of X-ray reports to be drawn up is estimated at 94 hours/year, namely 2 hours per week.
However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot No: 2

Lot title: emergency medical services

1) Short description

The services comprise:

- participation in medical emergencies,
- providing on-site staff for the infirmary,
- mobilisation between the different buildings at the JRC site in the event of an accident,
- provision of other services.

2) CPV code(s)

85000000 Health and social work services, 85140000 Miscellaneous health services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 2 116,5 hours/year, namely 41 hours 30 per week.
However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Individual service providers may submit an application for a minimum of 1 day, namely 8:30 (7:30 on Fridays) and a maximum of 2 days per week.
Parts of days will not be accepted.
Groupings of individual service providers, clinics, medical practices or consortia of service providers may submit an application for 1 or more days, provided that each service provider proposed does not exceed 2 days of service provision per week.

Lot No: 3

Lot title: ophthalmology services

1) Short description

The services comprise:

- ophthalmology check-ups,
- drawing up written reports on the results,
- provision of other services.

2) CPV code(s)

85000000 Health and social work services, 85140000 Miscellaneous health services, 85121281 Ophthalmologist services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 423 hours/year, namely 9 hours per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot No: 4

Lot title: medical services for monitoring absenteeism

1) Short description

The services comprise:

- inspection visits, mainly at the Ispra medical department,
- possibly 5 to 6 inspection visits at the home of the patient in the Ispra region during working hours,
- possibly 1 to 2 inspection visits at the home of the patient in Italy — outside the Ispra region — or abroad.

2) CPV code(s)

85000000 Health and social work services, 85100000 Health services, 85121100 General-practitioner services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 329 hours/year, namely 7 hours per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot No: 5

Lot title: paediatrics services

1) Short description

The services comprise:

- routine medical check-ups,
- other services in the paediatrics field.

2) CPV code(s)

85000000 Health and social work services, 85121291 Paediatric services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 100 hours/year, namely 2 hours per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 6

Lot title: cardiology services

1) Short description

The services comprise:

- drawing up written reports on electrocardiograms,
- monitoring of cardiovascular risk prevention,
- cardiology examinations,
- provision of other services.

2) CPV code(s)

85000000 Health and social work services, 85121231 Cardiology services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 141 hours/year, namely 3 hours per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot No: 7

Lot title: social worker services

1) Short description

The services comprise:

- the study and resolution of various social problems encountered by staff,
- other services in the social work field.

2) CPV code(s)

85000000 Health and social work services, 85310000 Social work services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 822,5 hours/year, namely 17 hours 30 per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot No: 8

Lot title: nursing services

1) Short description

The services comprise:

- blood tests, audiometry examinations, electrocardiograms and spirometry,
- vaccinations,
- assistance to medical service providers,
- provision of other services.

2) CPV code(s)

85000000 Health and social work services, 85140000 Miscellaneous health services, 85141220 Advisory services provided by nurses

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 940 hours/year, namely 20 hours per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot No: 9

Lot title: radiology technician services

1) Short description

The services comprise:

- assistance to medical service providers,
- provision of other services.

2) CPV code(s)

85000000 Health and social work services, 85150000 Medical imaging services

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 376 hours/year, namely 8 hours per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

Lot No: 10

Lot title: services in the field of radiotoxicology laboratory analyses

1) Short description

The services comprise:

- analysis of urine and stool samples of people exposed to ionising radiation,
- radiometric counting of samples,
- monitoring of new analysis techniques,
- provision of other services.

2) CPV code(s)

85000000 Health and social work services, 85148000 Medical analysis services, 85145000 Services provided by medical laboratories

3) Quantity or scope

On the basis of statistics established over the past 3 years, the annual volume of services is estimated at 940 hours/year, namely 20 hours per week.

However, this information is given as a guideline only and is not in any way binding on the Commission as regards the volume of work.

4) Indication about different time frame or duration

Duration in months: 48 (from the award of the contract)

5) Additional information about lots

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

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

All members of the groupings, clinics, medical practices or consortia must be jointly and severally liable for performance of the contract.

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: requests to participate must be sent by 1 of the following methods:

— registered post, as evidenced by the postmark, to the following address:

European Commission, Directorate-General for Human Resources and Security, Unit HR R3, Office SC-11 6/28, 1049 Brussels, BELGIUM,

— delivery (in person, or by a representative of the candidate or a courier service) to the following address:

European Commission, Directorate-General for Human Resources and Security, Unit HR R3, Office SC-11 6/28, avenue du Bourget 1, 1140 Brussels (Evere), BELGIUM.

This department is open from 8:00 to 17:00 Monday to Thursday, and from 8:00 to 16:00 on Fridays. It is closed at weekends and on Commission holidays.

If delivery is made via a courier service, the valid date of dispatch will be the date on the courier's delivery receipt. If the application is delivered by the candidate himself, or by a representative of his, a delivery receipt will be issued, dated and signed by the official from the Commission's Central Mail Department who takes delivery of the documents.

Candidates may rely on the capacities of other bodies, regardless of the legal nature of the links which they have with them. In such an event, they must provide the contracting authority with proof that they will have the resources needed to carry out the contract by, for example, producing a written commitment by said bodies to make such resources available.

Candidates (individual candidates or groupings) must:

— quote reference 'HR/R3/PR/2012/007' in their request to participate and state precisely the

lot or lots, as defined in point II.2.1, applied for,

- enclose all documents and information required under points III.2.1 to III.2.3,
- enclose a detailed identity sheet (groupings shall provide these separately for each member and state which is the lead company) as follows: name, legal status, nationality, postal address, e-mail address, telephone and fax numbers, contact name and e-mail address, VAT number, legal registration number (where applicable) and bank details.

NB: in the case of a grouping, the documents and the information required must be provided separately for each member — enclose the legal position — references required: name of the country in which candidates have their head office or are domiciled, along with the corresponding attestations, in accordance with the law in their country of residence (groupings must furnish these documents individually for each member).

Candidates' requests to participate must include a duly signed and dated solemn declaration, stating that they are not in any of the situations which would disqualify them from participating in the contract. This document is available at the following address:

http://ec.europa.eu/dgs/human-resources/markets_fr.htm

Groupings must furnish separate solemn declarations for each member.

Applications submitted by consortia, groupings or associations of companies must include:

- (a) a document detailing the composition and constitution of the entity or the legal form of this cooperation in the event they are awarded the contract;
- (b) a letter signed by each grouping member, stating that they undertake to carry out the work, and specifying their role, qualifications and experience. Candidates who fail to provide this document may be automatically excluded.

In the case of consortia or groupings, 1 grouping member must be designated lead member and must take full responsibility for the contract, should he be awarded it, vis-à-vis the European Commission. The framework contract will be signed between the European Commission and the designated main contractor.

III.2.2. Economic and financial ability

List and brief description of conditions: candidates who fail to provide the documents specified, or who do not comply, based on the documents provided, with the criteria given below will be excluded.

Candidates must demonstrate that they have sufficient economic and financial resources to be able to carry out the tasks specified in this contract notice.

The following documents must be provided as proof of economic and financial capacity.

* Individual service providers:

- for each lot for which the application is submitted, a solemn declaration on annual turnover for the past 3 financial years,
- for each lot for which the application is submitted, a solemn declaration or any other supporting documentation showing that the candidate has been in business in the field of the application during the past 3 years.

* Groupings of individual service providers, clinics, medical practices or consortia of service providers:

- for each lot applied for, balance sheets, or summaries thereof, and profit and loss accounts for the past 3 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.

The balance sheets must show pre-tax profits for the past 3 financial years for which accounts have been closed,

- for each lot applied for, if the balance sheets or the statement show an average loss over the past 3 financial years, the candidates will need to provide another document as proof of

their financial and economic capacity, such as appropriate bank references or proof of professional risk insurance cover,
— for each lot applied for, a statement as to overall annual turnover during the past 3 financial years.

Should the application be submitted by a grouping, the aforementioned information must be submitted to the contracting authority in the form of a separate document for each grouping member and a document summarising the consolidated data for the grouping as a whole. If, for some exceptional reason which the contracting authority considers to be justified, the tenderer or candidate is unable to produce the references required, he is permitted to provide evidence of his economic and financial capacity by any other means which the contracting authority deems suitable.

If the candidate wishes to call upon the services of subcontractors or make use of the capacities of other entities, he must therefore prove that he will have the resources needed to carry out the contract by producing, for example, a written commitment from the entities in question to make such resources available.

III.2.3. Technical and professional ability

List and brief description of conditions:

for each lot applied for, each candidate must provide the following documents:

- dated and signed CV,
 - solemn declaration certifying sound knowledge of Italian, and of English or French corresponding to level B2-C1 in accordance with the Council of Europe's criteria (see: http://www.coe.int/T/DG4/Portfolio/?L=E&M=/main_pages/levels.html),
- authorisation to practice medicine, bearing the registration number with the medical board, issued by the Member State in accordance with the laws in force in the Member State in which he practices (except for lots: 7, 8, 9 and 10),
- statement under oath or any other supporting document certifying length of service in the profession of the lot in question.

Additional documents to be provided per lot:

* lot 1: radiology services:

- certified true copy of the medical degree with specialisation in radiology,
- professional clinical experience following award of the degree: 5 years;

* lot 2: emergency medical services:

- certified true copy of the medical degree with specialisation in emergency medicine,
 - professional clinical experience following award of the degree: 2 years,
- or

- with specialisation in surgery, internal medicine, resuscitation, orthopaedics,
- 5 years' professional clinical experience in an accident and emergency department;

* lot 3: ophthalmology services:

- certified true copy of the medical degree with specialisation in ophthalmology,
- professional clinical experience following award of the degree: 5 years;

* lot 4: medical services for monitoring absenteeism:

- certified true copy of the medical degree with specialisation in legal medicine, insurance or other equivalent specialisation,
- professional clinical experience following award of the degree in legal medicine: 3 years;

* lot 5: paediatrics services:

- certified true copy of the medical degree with specialisation in paediatrics,
- professional clinical experience following award of the degree: 3 years;

* lot 6: cardiology services:

- certified true copy of the medical degree with specialisation in cardiology,

- professional clinical experience following award of the degree: 3 years;
 - * lot 7: social worker services:
 - certified true copy of the university degree in social work,
 - or
 - certified true copy of the social work diploma recognised in the country of origin,
 - professional experience as a social worker following award of the diploma: 3 years;
 - * lot 8: nursing services:
 - certified true copy of the nursing diploma (short-term university studies or higher non-university studies) in the field of health or nursing or occupational nursing, recognised in the country of origin,
 - professional experience following award of the diploma: 3 years in a hospital, health centre or medical department;
 - * lot 9: radiology technician services:
 - certified true copy of the radiology technician diploma (short-term university studies or higher non-university studies),
 - professional clinical experience following award of the degree: 3 years,
 - or
 - equivalent diploma + 5 years' experience as a radiology technician in a hospital environment;
 - * lot 10: provision of radiotoxicology laboratory analysis services:
 - certified true copy of the university degree in biology,
 - or
 - biomedical analysis technician diploma,
 - professional experience as a radiotoxicology technician following award of the diploma: 3 years.
- For all lots, the diploma must have been issued by a Member State of the European Union. 'Certified true copy' means a copy certified in accordance with the legal provisions of the country in which the certificate was issued.

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

HR/R3/PR/2012/007.

IV.3.2. Previous publication concerning this procedure

no

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

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

21.8.2012

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 listed in point III.2 when submitting their requests to participate, namely:

— to send their application by post prior to the date given in point IV.3.4,

— to enclose all documents and information required under points III.2.1 to III.2.3.

Incomplete applications may be automatically rejected.

3. Interested parties should refrain from requesting further information at this stage.

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünwald

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 petitioner being notified or, failing this, of the date on which it became known to them. Lodging a complaint with the European Ombudsman neither suspends this deadline nor creates a new deadline for appeals.

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

VI.5. Date of dispatch of this notice

11.6.2012