

**Portugal-Lisbon: Security guard and reception/switchboard services for the premises of the EU House in Lisbon, Portugal**

OJ S 99/2017 24/05/2017

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 Representation in Portugal

Postal address: Largo Jean Monnet 1 — 10º andar

Town: Lisboa

NUTS code: 00 Other or Not Specified

Postal code: 1269-068

Country: Portugal

Contact person: Ms Sofia Alves

E-mail: [COMM-REP-LISBONNE@ec.europa.eu](mailto:COMM-REP-LISBONNE@ec.europa.eu)

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**Internet address(es):**Main address: [http://ec.europa.eu/portugal/home\\_pt](http://ec.europa.eu/portugal/home_pt)**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=2523>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=2523>Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=2523>**I.4. Type of the contracting authority**

European institution/agency or international organisation

**I.5. Main activity**

General public services

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Security guard and reception/switchboard services for the premises of the EU House in Lisbon, Portugal.

Reference number: PR/2017-08-SEC/LIS.

**II.1.2. Main CPV code**

79710000 Security services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Security guard and reception/switchboard services for the premises of the EU House in Lisbon, Portugal.

**II.1.5. Estimated total value**

Value excluding VAT: 420 000,00 EUR

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description****II.2.2. Additional CPV code(s)**

79992000 Reception services

**II.2.3. Place of performance**

NUTS code: 00 Other or Not Specified

Main site or place of performance: European Commission Representation in Lisbon, Portugal, Largo Jean Monnet 1 — 10º andar, 1269-068 Lisboa, PORTUGAL.

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

The European Commission Representation in Lisbon/Portugal, acting also on behalf of the European Parliament Information Office, is looking for security guard and reception /switchboard services for the EU House premises in Lisbon. The objective is the provision of a uniformed and trained, unarmed, security guard service to perform routine protective and access control duties and reception/switchboard services.

**II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

**II.2.6. Estimated value**

Value excluding VAT: 84 000,00 EUR

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

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

The contract may be renewed up to 4 times for a maximum of 5 years.

**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

### 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:

Tenders may be submitted by groupings of service providers who will not be required to adopt a specific legal form prior to the contract being awarded. If a grouping is awarded the contract, it may have to take on a particular legal form if this is necessary in order to be responsible for the receipt and processing of payments for members of the grouping as well as for management and coordination of the service.

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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

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

Payment for services (routine schedule plus exceptional additional and extra services) will be made every month in the manner set out in the draft contract, on presentation of a proper invoice drawn up in conformity with national law and all substantiating documents mentioning the services performed during the month in question, notably the written request of the contracting authority for exceptional additional and/or extra services.

##### III.2.3. 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

### Section IV: Procedure

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#### IV.1. Description

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

Restricted 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: no

#### IV.2. Administrative information

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

Date: 30/06/2017 Local time: 17:00

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

Date: 13/07/2017

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

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

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

This is a recurrent procurement: no

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

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

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

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

Postal address: boulevard Konrad Adenauer

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

Fax: +352 4303-2100

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

##### **VI.4.4. Service from which information about the review procedure may be obtained**

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

Postal address: boulevard Konrad Adenauer

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

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

12/05/2017