

D-Frankfurt-on-Main: Provision of catering services

OJ S 116/2013 18/06/2013

Contract notice

Services

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

I.1. Name and addresses

Official name: EIOPA

Postal address: Westhafen Tower, Westhafenplatz 1

Town: Frankfurt-on-Main

Postal code: 60327

Country: Germany

For the attention of: Procurement

E-mail: procurement@eiopa.europa.eu**Internet address(es):**General address of the contracting authority: <https://eiopa.europa.eu/about-eiopa/procurement/index.html>**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

Economic and financial affairs

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 catering services.

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

Services

Service category No 27: Other services

NUTS code DE712 Frankfurt am Main, Kreisfreie Stadt

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
: 5

Duration of the framework agreement

Duration in years: 4

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

Provision of catering services.

II.1.6. CPV code(s)

55520000 Catering services

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 650 000 and 1 500 000 EUR

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 3

II.3. Duration of the contract or time limit for completion

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

Payments will be made based on monthly VAT invoices corresponding to specific orders.

Payment will be made within 30 days from the date of receipt of the invoice by EIOPA.

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: 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: Evidence that the tenderer is already established as a recognised legal entity and is registered in the relevant professional or trade register (copy of the excerpt from company register). If the tenderer is not required or permitted to enrol in such a register for reasons of his/her statute or legal status, an explanation should be provided.

III.2.2. Economic and financial ability

List and brief description of conditions: — 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 residing. Where the company has been trading for less than 3 years the following documents shall be provided:

a) balance sheets, or summaries and profit and loss accounts for the period for which the company has been trading;

b) a statement of the company's cash flow forecast for the current year and a bank letter outlining the current cash and credit facility position shall be provided.

— Statement of the total turnover, and turnover relating to the provision of similar services, realised over a period of the past 3 years, or for the period the company has been trading (if less than 3 years). Total average turnover should equal at least 600 000 EUR per annum.

III.2.3. Technical and professional ability

List and brief description of conditions:

a) a short description of the company's experience in the delivering of catering services;

b) at least 3 letters of reference issued and signed by clients confirming good quality of the services, for services provided (at any stage) during the last 3 years;

c) a self-statement confirming that the tenderer is compliant with the legislation on the hygiene of foodstuffs;

d) a copy of the professional liability insurance covering for any damages caused to property, equipment and/or people whilst on EIOPA's premises;

e) the CV of the person in charge of the on-site catering services, and of the person appointed to replace him/her during periods of leave, proving relevant professional experience and sufficient level of fluency in English.

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: yes

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

EIOPA/OP/106/2013.

IV.3.2. Previous publication concerning this procedure

no

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

Time limit for receipt of requests for documents or for accessing documents: 23.7.2013

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

23.7.2013 - 16:00

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

IV.3.8. Conditions for opening of tenders

Date: 30.7.2013 - 14:00

Place:

Westhafen Tower, Westhafenplatz 1, 60327 Frankfurt-on-Main, Germany.

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

Information about authorised persons and opening procedure: Tenderers' representatives.

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

VI.4. Procedures for review

VI.4.1. Review body**Body responsible for mediation procedures**

Official name: General Court

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: cfi.registry@curia.europa.eu

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge.

A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

VI.4.3. Service from which information about the review procedure may be obtained**VI.5. Date of dispatch of this notice**

6.6.2013