

Spain-Bilbao: Copywriting, Editing, Proof Checking and Formatting Services in English

OJ S 78/2021 22/04/2021

**Contract notice
Services****Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: European Agency for Safety and Health at Work

Postal address: Santiago de Compostela 12, 5°

Town: Bilbao

NUTS code: ES213 Bizkaia

Postal code: 48003

Country: Spain

E-mail: cft0149@osha.europa.eu

Telephone: +34 944358400

Fax: +34 944358401

Internet address(es):Main address: <http://osha.europa.eu>Address of the buyer profile: <https://osha.europa.eu/en/about-eu-osha/procurement>**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=8297>

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=8297>

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

European institution/agency or international organisation

I.5. Main activity

Other activity: Safety and Health at Work

Section II: Object

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

Copywriting, Editing, Proof Checking and Formatting Services in English

Reference number: EUOSHA/2021/OP/F/SE/0149

II.1.2. Main CPV code

79820000 Services related to printing

II.1.3. Type of contract

Services

II.1.4. Short description

This call for tender aims at selecting a company to provide professional copywriting, editing, proof checking and formatting services to deliver written material in English within a given timeframe.

The successful tenderer will be required to facilitate the smooth running of EU-OSHA's publication process at all times. This will include adherence to the annual publications plan, delivery of weekly updates, strict adherence to agreed deadlines, as well as ongoing liaison with EU-OSHA.

II.1.5. Estimated total value

Value excluding VAT: 300 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: ES213 Bizkaia

Main site or place of performance: Contractor's and EU-OSHA premises.

II.2.4. Description of the procurement

The contractor should undertake the following activities: copywriting in English, editing in English, including referencing, proof checking in English, formatting of documents/visual enhancement, research (desktop or on location), guidance related to copywriting and editing.

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: 300 000,00 EUR

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The FWC is concluded for a period of 12 months with effect from the date of its entry into force. The FWC is renewed automatically 3 times for 12 months each.

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

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:

See section 4.2.1 of the tender specifications.

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

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2016/S 210-380185](#)

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

Date: 01/06/2021 Local time: 13:00

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

IV.2.4. Languages in which tenders or requests to participate may be submitted

Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, 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)

IV.2.7. Conditions for opening of tenders

Date: 02/06/2021 Local time: 11:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

In 4 years time.

VI.3. Additional information

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

Telephone: +352 4303-1

Fax: +352 43032100

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

VI.4.2. Body responsible for mediation procedures

Official name: European Ombudsman

Postal address: 1, avenue du Président Robert Schuman — PO Box 403

Town: Strasbourg

Postal code: 67001

Country: France

E-mail: euro-ombudsman@europarl.europa.eu

Telephone: +33 388172313

Fax: +33 388179062

Internet address: <http://www.ombudsman.europa.eu>

VI.5. Date of dispatch of this notice

15/04/2021