

**Belgium-Brussels: Security-related services/information**

OJ S 126/2013 02/07/2013

Contract notice

Services

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

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**I.1. Name and addresses**

Official name: European Commission, Directorate-General for Human Resources and Security, Shared Resource Services Directorate, Finance and Internal Control Unit

Postal address: rue de la Science 11

Town: Brussels

Postal code: 1049

Country: Belgium

E-mail: [hr-contrats-marches@ec.europa.eu](mailto: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**

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**

Security-related services/information.

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

Services

Service category No 23: Investigation and security services, except armoured car services

Main site or place of performance: As the product is online-based, it is expected to be accessible via the Internet wherever there is access to the World Wide Web.

NUTS code BE10 Région de Bruxelles-Capitale/ Brussels Hoofdstedelijk Gewest

**II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

**II.1.4. Information about framework agreement**

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

The Security Directorate is in charge of the protection of staff, premises and information of the European Commission. Within the Security Directorate, the unit DG.HR.DS.2 'Security Intelligence and External Liaison' is specifically in charge of intelligence-gathering and assessing relevant information in countries worldwide concerning the security of the institution and its staff.

Lot 1:

To reach its work objectives, which include the protection of staff and premises of the European Commission, Unit DS.2 wishes to conclude a contract for the supply of an online database providing comprehensive statistics and information on terrorism and security incidents on a 24/7 basis. The information and specifically the database are intended to facilitate historical and current trend analysis. They should allow DS.2 to analyse developments, notably in the area of terrorism and political violence, over time and in different countries. This should include monitoring by country and province/region monthly trends in the nature of attacks (e.g. IED/VBIED/PBIED/kidnap/complex armed attacks/small arms attacks etc.), the targeting of attacks (local workers/international community/diplomatic staff/aid workers/security officials etc.) and impact of attacks (numbers of casualties and injured/impact of critical infrastructure/business impact).

Lot 2:

To reach its work objectives, which include the protection of staff and premises of the European Commission, Unit DS.2 uses open sources and specific information provided by external companies. Unit DS.2 wishes to conclude a contract for the supply of intelligence and analysis covering in-country security threats worldwide (including aspects of terrorism, political developments, and organised and petty crime) and on a 24/7 basis. The information has to be accessible online. The information will be used inter alia for travel advice for staff and for country-specific reports and analysis. The availability by telephone of country experts for ad hoc questions would be an advantage.

Companies can apply for lot 1 and lot 2 or just for a single lot.

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

79710000 Security services

### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

### **II.1.8. Lots**

This contract is divided into lots: yes

Tenders may be submitted for all 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**

Estimated value excluding VAT:

Range: between 50 000 and 80 000 EUR

### **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: Provision of information and a database regarding security-related information and security incidents worldwide (including terrorist incidents) via an online system — available 24/7

#### 1) Short description

To reach its work objectives, which include the protection of staff and premises of the European Commission, Unit DS.2 wishes to conclude a contract for the supply of an online database providing comprehensive statistics and information on terrorism and security incidents on a 24/7 basis. The information and specifically the database are intended to facilitate historical and current trend analysis. They should allow DS.2 to analyse developments, notably in the area of terrorism and political violence, over time and in different countries. This should include monitoring by country and province/region monthly trends in the nature of attacks (e.g. IED/VBIED/PBIED/kidnap/complex armed attacks/small arms attacks etc.), the targeting of attacks (local workers/international community/diplomatic staff/aid workers/security officials etc.) and impact of attacks (numbers of casualties and injured/impact of critical infrastructure/business impact).

#### 2) CPV code(s)

79710000 Security services

#### 3) Quantity or scope

#### 4) Indication about different time frame or duration

#### 5) Additional information about lots

Lot No: 2

Lot title: Supply of security-related analysis, intelligence and information regarding countries worldwide via an online system — available 24/7

#### 1) Short description

To reach its work objectives, which include the protection of staff and premises of the European Commission, Unit DS.2 uses open sources and specific information provided by external companies. Unit DS2 wishes to conclude a contract for the supply of intelligence and analysis covering in-country security threats worldwide (including aspects of terrorism, political developments, and organised and petty crime) and on a 24/7 basis. The information has to be accessible online. The information will be used inter alia for travel advice for staff and for country-specific reports and analysis. The availability by telephone of country experts for ad hoc questions would be an advantage.

#### 2) CPV code(s)

79710000 Security services

#### 3) Quantity or scope

#### 4) Indication about different time frame or duration

#### 5) Additional information about lots

### 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**

Not applicable.

#### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Details of the financing and payment terms will be given in the tender specifications.

#### **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: Requests to participate must be made by letter posted before the date or the deadline given in point IV.3.4 of this notice. Any faxed requests to participate must be confirmed by a letter posted before this same date or deadline.

Requests to participate must be submitted using one 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.R.3, Office SC-116/28, 1049 Brussels, BELGIUM,

— delivery (in person or by any party representing the candidate, or by courier) to the following address: European Commission, Directorate-General for Human Resources and Security, Unit HR.R.3, Office SC-11 6/28, avenue du Bourget 1, 1140 Brussels (Evere), BELGIUM.

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

For deliveries by courier, the valid date of dispatch will be the date on the courier's delivery note. For deliveries made in person or by any party representing the candidate, delivery will, in this case, be confirmed by a receipt dated and signed by an official from the Commission's Central Mail Department who takes delivery of the documents.

The candidate must:

— quote reference 'HR/R3/PR/2013/020' in his request to participate,

— enclose the documents and information required in points III.2.1 to III.2.3 of this notice.

Legal position — means of proof required:

1) name of the country in which the candidate has his head office or is domiciled, together with corresponding documentary evidence, in accordance with legislation in his country of residence;

2) submission of an identification sheet, including name, legal status, nationality, postal address, telephone and fax numbers, person to contact for this contract and e-mail address, website (where applicable), VAT number (where applicable), legal registration number (where applicable) and precise bank details;

3) the candidate (separate documents for each member of the consortium, grouping or association of companies, if this is the case) shall enclose with his request to participate a duly signed and dated solemn declaration, attesting to the fact that he is not in any of the cases which would exclude him from participating in the contract. This document is available at the following address: [http://ec.europa.eu/dgs/human-resources/markets\\_fr.htm](http://ec.europa.eu/dgs/human-resources/markets_fr.htm)

The documents below are requested only for a consortium, a grouping or association of companies:

If the candidate intends forming a consortium, grouping or association of companies, he must give details of the composition thereof. In this case, the documents under (1) and (2) must be provided separately for each partner concerned.

Tenders submitted by a consortium, a grouping or an association of companies must include:

- 4) a document giving the composition and constitution of the entity or the legal form of this cooperation in the event they are awarded the contract;
  - 5) a document detailing the lead company;
  - 6) all members of the consortium, grouping or association of companies must declare that they accept said company as leader;
  - 7) a letter signed by each grouping member stating that he undertakes to perform the work.
- In order to prove that he has the requisite capacities specified in points III.2.2 and III.2.3, the candidate may rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must, in that case, prove to the contracting authority that it will have at its disposal the resources necessary for performance of the contract, for example, by producing an undertaking on the part of those entities to place those resources at its disposal.

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

List and brief description of conditions: Candidates must demonstrate that they have sufficient economic and financial resources to be able to perform the tasks specified in this contract notice.

The following documents must be provided in support of their economic and financial capacity (groupings/partnerships must provide separate documents for each of their members):

- 8) a summary of the balance sheets and profit and loss accounts for the past 3 financial years for which accounts have been closed, showing the annual pre-tax profit/loss. If the balance sheets or the statement show an average loss over the past 3 financial years for which accounts have been closed, then the tenderer must furnish another document as proof of his financial and economic standing, such as appropriate bank references or proof of professional risk insurance cover;
- 9) statement as to overall annual turnover, realised over the past 3 financial years for which accounts have been closed.

If, for some exceptional reason which the contracting authority considers to be justified, the tenderer is unable to produce the means of proof required above, he may provide proof of his economic and financial capacity by any other means which the contracting authority deems suitable.

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

List and brief description of conditions:

Lot 1:

- 10) 3 reference dossiers for contracts in the field (see point II.1.5, lot 1) comparable to the one in this invitation to tender over the past 3 years;

Lot 2:

- 11) 3 reference dossiers for contracts in the field (see point II.1.5, lot 2) comparable to the one in this invitation to tender over the past 3 years.

### **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**

HR/R3/PR/2013/020.

#### **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**

12.8.2013

#### **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**

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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**

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 stated in point III.2 of this notice when submitting their request to participate, namely:

— to send their application by letter imperatively before the date or the deadline 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.

Applications sent after the date or the deadline given in point IV.3.4 will be automatically excluded.

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

Interested economic operators or consortia of economic operators are invited to submit their applications in accordance with the rules established in this notice.

4) If the monitoring of your response to the invitation to tender involves the registration and processing of personal data (e.g. name, address, CV), this data will be processed in accordance with Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless otherwise specified, the answers to questions and personal data requested are necessary for the evaluation of your tender, in accordance with the specifications of the invitation to tender, and will be processed only to this end by the Director of the DG.HR.C. Detailed information on the processing of your personal data can be found in the privacy statement which can be consulted at the following address: [http://ec.europa.eu/dataprotectionofficer/privacystatement\\_publicprocurement\\_en.pdf](http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf)

5) Your personal data may be registered by the Commission's accounts officer either in the early warning system (EWS) only, or in both the EWS and the central exclusion database, if you are in any of the situations referred to in:

— Commission Decision 2008/969 of 16.12.2008 on the early warning system (for further information, consult the privacy policy statement at: [http://ec.europa.eu/budget/contracts\\_grants/info\\_contracts/legal\\_entities/legal\\_entities\\_fr.cfm](http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_fr.cfm)) or

— Commission Regulation No 1302/2008 of 17.12.2008 on the central exclusion database (for further information, consult the privacy policy statement at [http://ec.europa.eu/budget/explained/management/protecting/protect\\_fr.cfm#BDCE](http://ec.europa.eu/budget/explained/management/protecting/protect_fr.cfm#BDCE)).

### **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: [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.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Within 2 months of the petitioner's being notified or, failing this, of the date on which it became known to them.

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

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

20.6.2013