

**Luxembourg-Luxembourg: Internal Mail Distribution Services for the EIB Group**  
**OJ S 75/2024 16/04/2024**  
**Contract award notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: European Investment Bank

Postal address: 98-100, boulevard Konrad Adenauer

Town: Luxembourg

NUTS code: LU000 Luxembourg

Postal code: L-2950

Country: Luxembourg

E-mail: [corporate-procurement@eib.org](mailto:corporate-procurement@eib.org)

**Internet address(es):**

Main address: <http://www.eib.org>

Address of the buyer profile: <https://www.eib.org/en/about/procurement/index.htm>

**I.4. Type of the contracting authority**

European institution/agency or international organisation

**I.5. Main activity**

General public services

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**Section II: Object**

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

**II.1.1. Title**

Internal Mail Distribution Services for the EIB Group

Reference number: CFT-1702

**II.1.2. Main CPV code**

64122000 Internal office mail and messenger services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The objective of this competitive procedure with negotiation is to award a framework agreement to a single successful tenderer, which will provide internal mail distribution services for the EIB Group.

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.1.7.**

## **Total value of the procurement**

Value excluding VAT: 5 500 000,00 EUR

### **II.2. Description**

#### **II.2.2. Additional CPV code(s)**

79571000 Mailing services, 30131000 Mailroom equipment

#### **II.2.3. Place of performance**

NUTS code: LU000 Luxembourg

Main site or place of performance: EIB Group premises in Luxembourg.

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

The 'service provider' will provide internal mail distribution services for the EIB Group (for more details please refer to the procurement documents).

#### **II.2.5. Award criteria**

Quality criterion - Name: Quality of the proposal for ensuring training, availability, and retention of the on-site human resources, as well as business continuity / Weighting: 13.80 %

Quality criterion - Name: Service delivery proposal and quality assurance plan / Weighting: 18.00 %

Quality criterion - Name: Quality of the proposed material resources and safety measures / Weighting: 4.20 %

Quality criterion - Name: Technical merit of the proposed on-site human resources and key profiles / Weighting: 24 %

Price - Weighting: 40 %

#### **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 IV: Procedure**

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#### **IV.1. Description**

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

Competitive procedure with negotiation

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

The procurement involves the establishment of a framework agreement

##### **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: [2023/S 011-028871](#)

##### **IV.2.8. Information about termination of dynamic purchasing system**

## **IV.2.9. Information about termination of call for competition in the form of a prior information notice**

### **Section V: Award of contract**

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**Contract No:** 1

**Title:**

Internal Mail Distribution Services for the EIB Group

A contract/lot is awarded: yes

#### **V.2. Award of contract**

##### **V.2.1. Date of conclusion of the contract**

22/03/2024

##### **V.2.2. Information about tenders**

Number of tenders received: 1

The contract has been awarded to a group of economic operators: no

##### **V.2.3. Name and address of the contractor**

Official name: Sodexo Luxembourg S.A.

Town: Bertrange

NUTS code: LU000 Luxembourg

Country: Luxembourg

The contractor is an SME: no

##### **V.2.4. Information on value of the contract/lot**

Initial estimated total value of the contract/lot: 5 500 000,00 EUR

Total value of the contract/lot: 5 500 000,00 EUR

##### **V.2.5. Information about subcontracting**

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

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#### **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: L-2925

Country: Luxembourg

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

Telephone: +352 4303-1

Fax: +352 4303-2100

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

##### **VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

Tenderers may in the first instance submit any concerns regarding the procurement to the Bank using the contact details under Section I.1) of the contract notice. If tenderers or other interested parties, believe that the EIB committed an instance of maladministration, (e.g. it has failed to act in accordance with its established policies, standards and procedures or to respect the principles of good administration), they may lodge a complaint to the EIB Group Complaints Mechanism (see <https://www.eib.org/en/about/accountability/complaints/index.htm>) within 1 year from the date when the alleged action, decision or omission by the Bank could be reasonably known by the complainant. If unhappy with the outcome, tenderers can seek a review of the EIB Group's reply to the complaint by the European Ombudsman (see <https://www.ombudsman.europa.eu>). Within 2 months of notification of the outcome of the procedure (award decision), tenderers may launch an action for its annulment and/or damages. Any request tenderers may make and any reply from the Bank or any complaint of maladministration, will have neither the purpose nor the effect of suspending the time-limit for launching an action for annulment nor open a new period for launching an action for annulment. The body responsible for hearing annulment procedures is indicated under section VI.4.1) of the contract notice.

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

09/04/2024