

Netherlands-Petten: Management and technical services for IET apartments in Alkmaar

OJ S 124/2015 01/07/2015

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Joint Research Centre, Institute for Energy and Transport

Postal address: PO Box 2, 1755 ZG Petten

Town: Petten

Postal code: 1755 LE

Country: Netherlands

Contact person: Resource Management Unit

For the attention of: Ms S. Zamana — Purchasing Department

E-mail: jrc-iet-procurement@ec.europa.eu

Fax: +31 224565607

Internet address(es):

General address of the contracting authority: <http://iet.jrc.ec.europa.eu/>

Electronic access to information: <http://web.jrc.ec.europa.eu/callsfortender>

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

Other: research.

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**

Management and technical services for IET apartments in Alkmaar.

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

Services

Service category No 14: Building-cleaning services and property management services

Main site or place of performance: 13 apartments and 3 houses (the latter combined into 1 object) at various locations in Alkmaar, Netherlands.

NUTS code

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 contracting authority is the European Commission, Joint Research Centre (JRC), Institute for Energy and Transport (IET), Petten (hereafter referred to as 'IET').

The IET provides scientific and technical support to creators of the European Union's energy policy. As such, the focus is on a safer provision of energy and to produce and use it in a safer, cleaner and more sustainable manner in the future.

The IET in Petten is one of the 7 scientific institutes of the JRC, a Directorate-General of the European Commission. The aim of the JRC is to help create a Europe that is safer, cleaner, healthier and increasingly competitive (for more information: <http://iet.jrc.ec.europa.eu/>). In Petten, there are approximately 280 employees.

The aim of this invitation to tender is to enter into a contract for the management and performance of related works for furnished apartments rented by the IET that are temporarily occupied by its employees.

This covers the management of 13 apartments and 3 houses (the latter combined into 1 'trainee house') in Alkmaar.

II.1.6. CPV code(s)

70331000 Residential property services, 50000000 Repair and maintenance 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: 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

The estimated indicated contract value excludes 15 % for contingencies.

Estimated value excluding VAT:

Range: between 120 000 and 150 000 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)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

As described in the draft contract.

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

As described in the draft contract.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Economic operators may submit a tender as an individual or a partner in a consortium (with or without a legal personality). Subcontracting is permitted in both cases.

The tenderer must clearly state the role of each economic operator — an individual tenderer, a partner in a consortium or a subcontractor. This also applies to those entities forming part of the consortium.

All consortium partners shall be jointly and severally liable vis-à-vis the contracting authority for performance of the contract and, should the consortium's tender be selected, will be required to sign it. The consortium must nominate a legal entity ('leader') who has full authority to bind the consortium and each of its members during contract performance. He shall be responsible for managing the contract (invoices, receipt of payments, etc.) on behalf of all other partners.

Subcontracting is when the contractor enters into legally binding commitments with other legal entities that will perform parts of the contract in his name. The contractor retains full liability vis-à-vis the contracting authority for contract performance. Freelancing (relying on the activities or staff members of a legal entity other than the contractor) constitutes subcontracting, irrespective of applicable national legislation.

Tenderers must state the proportion of the contract that they intend to subcontract. They must also clearly identify all subcontractors:

- whose capacities they may rely on in order to meet the minimum capacity requirements in points III.2.2 and III.2.3,
- whose individual proportion of the contract is more than 15 %, or
- if the total subcontracted amount is more than 70 % of the total contract value.

Subcontractors must provide a letter of intent stating their willingness to participate in the performance of the contract as described in the tender.

During performance of the contract, the replacement of subcontractors shall be subject to the contracting authority's prior written approval.

An individual tenderer or a consortium may also rely on the capacities of other entities in order to meet the minimum capacity levels in points III.2.2 and III.2.3, regardless of the legal nature of the links he has with them. In that case, he must provide the contracting authority with evidence that he has the necessary resources to carry out the contract, for example, by providing a solemn declaration from said entities. If the tenderer relies on the capacities of a third party that is a legal entity other than the individual tenderer or the consortium members, this shall be considered as subcontracting under the procedure despite the fact that said party forms part of the consortium. Should the contract be awarded to a tenderer who relies on a third party to provide more than 70 % of the minimum economic and financial capacity requirements listed in point III.2.2, the contracting authority shall ask the third party to sign the contract, thereby becoming jointly and severally liable together with the tenderer for performance thereof.

The role and duties of all consortium partners and all listed subcontractors must be clearly stated in the tender. The accompanying letter must state the name of the tenderer (including

all partners in the case of a consortium) and subcontractor(s), including third parties whose capacities the tender may rely on, as well the name of the sole contact person for this procedure. For consortia, the accompanying letter must be signed by each partner, or by 1 of them that is duly authorised to sign the tender and the contract in the name and on behalf of the other partners. In this latter case, the authorisation may, for example, be in the form of a proxy, letter of intent or consortium agreement.

Tenderers (all partners in the case of a consortium) must also submit a clear copy of the notice of nomination of those persons authorised to represent the tenderer vis-à-vis third parties and during legal proceedings, or a copy of the publication of said nomination, if applicable legislation or the legal entity in question so requires. Any delegation of this authorisation to another representative not stated in the official nomination must be substantiated with supporting documents.

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: 1. Exclusion criteria:

to be eligible to participate in this procurement procedure, tenderers must not be in 1 of the exclusion situations listed in Articles 106 and 107 of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25.10.2012. Tenderers (including consortium partners) and subcontractors identified in accordance with point III.1.3 must sign the declaration on honour (available from the contracting authority's website given in point I.1), stating that they are not in any of the situations listed therein.

At the contracting authority's request, the successful tenderers (including all partners in the case of a consortium) and all subcontractors identified by the tenderer in accordance with point III.1.3 must provide the supporting documents listed in Article 143(3) of Commission Delegated Regulation (EU) No 1268/2012 of 29.10.2012.

The contracting authority may exempt the tenderer from providing the supporting documents if they have already been submitted as part of another procurement procedure, and provided that they are less than 1 year old and still valid. In that case, the tenderer shall solemnly declare that the supporting documents have already been submitted as part of a previous procurement procedure and confirm that his situation has not changed.

2. Selection criteria:

legal capacity:

tenderers (all partners in the case of a consortium) must demonstrate that they have sufficient legal capacity to carry out the contract by providing proof of enrolment on the trade or professional register in the country in which they are established/domiciled. If the tenderer is neither required nor authorised to be registered in said register for reasons connected with his status or his legal form, the contracting authority may accept, as sufficient proof: a declaration or certificate; membership of a specific organisation; express authorisation or enrolment on the VAT register.

III.2.2. Economic and financial ability

List and brief description of conditions: tenderers must have sufficient economic and financial capacity to carry out the contract.

3. A statement as to annual turnover during the past 2 financial years for which accounts have been closed; this statement must contain balance sheets for the past 2 financial years for

which accounts have been closed or extracts thereof (assets/liabilities, profit/loss), should the publication thereof be prescribed under company law in the country in which the company is established.

Minimum level(s) of standards possibly required: average turnover during the past 2 financial years for which accounts have been closed must be least 60 000 EUR.

III.2.3. Technical and professional ability

List and brief description of conditions:

4. the tenderer must have experience in similar projects regarding management works for residences. In order to demonstrate experience, the tenderer must submit a list of references for contracts carried out during the past 5 years, stating: contract description, name and type of organisation for which the contract was carried out, performance duration, contract value (the latter may, for confidentiality reasons, be submitted on a separate page from the list of references).

Minimum level(s) of standards possibly required:

with regard to 4. At least 3 references must be provided for projects with similar contractors; at least 1 reference must be accompanied by a declaration of satisfactory completion signed by the client.

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: no

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

JRC/PTT/2015/B.10/0032/OC.

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

19.8.2015

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

IV.3.8. Conditions for opening of tenders

Date: 25.8.2015 - 10:30

Place:

JRC-IET site, Westerduinweg 3, 1755 LE Petten, NETHERLANDS.

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

Information about authorised persons and opening procedure: members of the contracting authority's internal committee, plus 1 duly authorised representative per tenderer who has expressed the intention of attending the opening of tenders and declared his name and position (e-mail: jrc-iet-procurement@ec.europa.eu). A passport or other official identification document must be presented at the time of the visit in order to gain access to the Petten site (a driving licence will not suffice).

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

Documents and communications with regard to this procedure are available free of charge on the following website: <http://web.jrc.ec.europa.eu/callsfortender>

Additional information and responses to requests for clarifications shall be published on this website. It is therefore the economic operators' responsibility to regularly check this website. A briefing is to be held for this invitation to tender; information thereon can be found in the accompanying letters.

In accordance with Article 134(1)(e) and (f) of Commission Delegated Regulation (EU) No 1268 /2012, the contracting authority may, for 3 years following signature of the initial contract, use the negotiated procedure without prior publication of a contract notice for additional services consisting in the repetition of similar services (for no more than 50 % of the contract's initial value) by economic operators to whom the contract has been awarded.

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

E-mail: generalcourt.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: any queries regarding the award procedure may be sent to the contracting authority stated in point I.1.

If you believe that there has been maladministration, you may lodge a complaint with the European Ombudsman within 2 years of the date you became aware of the facts on which your complaint is based (see <http://www.ombudsman.europa.eu>). Said complaint neither suspends the deadline for launching an appeal nor creates a new deadline for appeal.

Appeals may be lodged with the body stated under point VI.4.1 within 2 months of the award decision being notified.

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

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünewald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

Fax: +352 4303-2100

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

VI.5. Date of dispatch of this notice

19.6.2015