

Belgium-Brussels: Provision of insurance services for the ECHO office in Nairobi, Kenya

OJ S 126/2015 03/07/2015

Contract notice

Services

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

I.1. Name and addresses

Official name: European Commission, Directorate-General for Humanitarian Aid and Civil Protection (ECHO)

Postal address: L-86

Town: Brussels

Postal code: 1049

Country: Belgium

E-mail: echo-logistics@ec.europa.eu

Internet address(es):

General address of the contracting authority: <http://ec.europa.eu/echo/en/funding-evaluations/public-procurement/calls-for-tender>

Address of the buyer profile: http://eeas.europa.eu/delegations/kenya/grants_tenders/tenders/index_en.htm

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:

Official name: European Commission, Directorate-General for Humanitarian Aid and Civil Protection (ECHO)

Postal address: L-86

Town: Brussels

Postal code: 1049

Country: Belgium

E-mail: logistics@ec.europa.eu

Internet address: <http://ec.europa.eu/echo/en/funding-evaluations/public-procurement/calls-for-tender>

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: Insurance.

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 insurance services for the ECHO office in Nairobi, Kenya.

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

Services

Service category No 6: Financial services a) Insurances services b) Banking and investment services

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 purpose of the contract is to provide insurance coverage for the ECHO office in Nairobi for its staff, equipment and assets.

The insurance must cover the following areas:

fire and special perils;

burglary;

computer/electronic equipment;

all risks;

public liability cover;

cover for vehicles — third party insurance;

group personal accident cover;

group medical scheme — inpatient;

group medical scheme — outpatient.

II.1.6. CPV code(s)

66000000 Financial and insurance 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 contract has an initial duration of 12 months. It will be renewed 3 times for a period of 12 months each. The total value of the contract for the 4 years is 133 000 EUR.

Estimated value excluding VAT: 133 000 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

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

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

Not applicable.

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

The contractor shall submit a monthly invoice for monthly payment.

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

Consortia of economic operators are explicitly authorised to submit tenders. The Commission will not demand the consortia to take a given legal form in order to be allowed to submit a tender or request to take part, but the consortium may be required to adopt a given legal form.

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: Proof that the tenderers are authorised to perform the contract under national law, as evidenced by inclusion in a professional or trade register or a sworn declaration or certificate, membership of a specific organisation, express authorisation, or entry in the VAT register.

III.2.2. Economic and financial ability

List and brief description of conditions: Please refer to tender specifications.

III.2.3. Technical and professional ability

List and brief description of conditions:
Please refer to tender specifications.

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

ECHO/C4-KEN/SER/2015/12.

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: 27.7.2015
Payable documents: no

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

31.8.2015

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

IV.3.8. Conditions for opening of tenders

Date: 9.9.2015 - 10:00

Place:

rue de la Loi 86, 1040 Brussels, BELGIUM.

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

Information about authorised persons and opening procedure: Not more than 1 representative per tenderer (with proof of identity). The name of the representative must be communicated to the contact point by e-mail no later than 2 working days before the opening session.

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:
yes

Identification of the project: Council Regulation (EC) No 1257/96 of 20.6.1996 concerning humanitarian aid amended by Council Decision 2001/792/EC, Euratom and Commission Decision 2004/277/EC, Euratom of 29.12.2003 laying down rules for the implementation of Council Decision 2001/792 EC, Euratom establishing a Community mechanism to facilitate reinforced cooperation in civil protection assistance interventions.

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 Niedergrünwald

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: Within 2 months of the notification to the plaintiff, or, in the absence thereof, of the day on which it came to the knowledge of the plaintiff. A complaint to the European Ombudsman does not have 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

Official name: General Court of the European Union

Town: Luxembourg

Country: Luxembourg

VI.5. Date of dispatch of this notice

23.6.2015