

Switzerland-Berne: Office supplies

OJ S 140/2013 20/07/2013

Contract notice

Supplies

Directive 2004/18/EC

## Section I: Contracting authority

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### I.1. Name and addresses

Official name: Achats de biens de consommation

Postal address: Mittelstrasse 43

Town: Berne 65

Postal code: 3000

Country: Switzerland

**Additional information can be obtained from:**

Official name: Achats de biens de consommation

Internet address: [http://www.simap.ch/shabforms/servlet/Search?NOTICE\\_NR=784035](http://www.simap.ch/shabforms/servlet/Search?NOTICE_NR=784035)

**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:** Official name: Achats de biens de consommation

Postal address: Mittelstrasse 43

Town: Berne 65

Postal code: 3000

Country: Switzerland

Contact person: Projekt "Bürobedarfsartikel"

### I.2. Type of the contracting authority

Body governed by public law

### I.3. Main activity

### I.4. Contract award on behalf of other contracting authorities

## 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

Articles de fournitures de bureau.

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

Supplies

Purchase

Main site or place of performance: Toute la Suisse

NUTS code

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

#### II.1.4. Information about framework agreement

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

Les CFF recherchent un fournisseur pour la gestion, l'entreposage et la distribution (option) d'articles de fournitures de bureau.

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

30192000 Office supplies

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

The procurement is covered by the Government Procurement Agreement: no

**II.1.8. Lots**

This contract is divided into lots: no

**II.1.9. Information about variants**

Variants will be accepted: yes

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

**II.2.2. Information about options**

**II.2.3. Information about renewals**

**II.3. Duration of the contract or time limit for completion**

Start 1.3.2014. Completion 31.12.2016

**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**

Aucune.

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

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

Non admises.

**III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Conditions générales de participation:selon documents de l'appel d'offres.

Sous-traitance: admises.

**III.2. Conditions for participation**

**III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

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

List and brief description of conditions: Critères d'aptitude:

1. Capacités suffisantes pour remplir le mandat.
2. Gestion suffisante de la qualité.

3. Qualité écologique.

4. Qualité de service.

Justificatifs requis:

1. Au moins 2 références portant sur des livraisons comparables à de grands clients (> 350 adresses de livraison) en Suisse, réalisées au cours des 2 dernières années.

2. Justification de la mise en place d'un système de gestion de la qualité dans l'entreprise (p. ex. certification ISO 9001 ou jugée équivalente) ou description exhaustive sur la méthode de réalisation de la gestion de la qualité.

3. Preuve d'un système de management environnemental structuré, p. ex. ISO 14001 ou similaire.

4. Confirmation de la mise à disposition d'une hotline en trois langues (allemand/français /italien).

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

### **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**

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**

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

#### **IV.3.2. Previous publication concerning this procedure**

#### **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: 20.8.2013

Payable documents: no

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

10.9.2013

**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**  
German.

**IV.3.7. Minimum time frame during which the tenderer must maintain the tender**  
until: 31.3.2014

**IV.3.8. Conditions for opening of tenders**

## **Section VI: Complementary information**

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**VI.1. Information about recurrence**

**VI.2. Information about European Union funds**

**VI.3. Additional information**

Des offres partielles ne sont pas admises.

Conditions pour les pays n'ayant pas adhéré aux accords de l'OMC: aucune.

Conditions générales: conditions générales (CG) de la Confédération relatives à l'achat de biens, Mars 2001.

Négociations: aucune négociation de prix pure (rondes d'offre) n'interviendra. Les éventuelles négociations ne serviront qu'à la mise au net des offres. Celles-ci pourront impliquer des adaptations justifiées de prix. Le langage de négociation est l'allemand.

Conditions régissant la procédure: Le pouvoir adjudicateur adjuge des marchés publics pour des prestations en Suisse uniquement à des adjudicataires qui garantissent le respect des dispositions sur la protection des travailleurs, les conditions de travail et l'égalité de salaire entre hommes et femmes.

Autres indications: le présent appel d'offres public est soumis aux dispositions du chap. 3 OMP.

Délai de livraison/remarques: .

Délai de clôture pour le dépôt des offres/remarques: soumissionnaires étrangers: voir conditions d'offre, chiffre 2.3.

Publication de référence nationale: Simap de la 17.7.2013, doc. 784035

Délai souhaité pour poser des questions par écrit: 13.8.2013

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

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

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

17.7.2013