

**Spain-Cuenca: Postal services**  
**OJ S 113/2018 15/06/2018**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Excmo. Ayuntamiento de Cuenca

National registration number: P-1607900F

Postal address: Plaza Mayor, 1

Town: Cuenca

Postal code: 16001

Country: Spain

For the attention of: Sección de Contratación

E-mail: [contratacion@cuenca.es](mailto:contratacion@cuenca.es)

Telephone: +34 969176100

Fax: +34 969235451

**Internet address(es):**

General address of the contracting authority: [www.cuenca.es](http://www.cuenca.es)

**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**

Regional or local authority

**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**

Servicios postales del Ayuntamiento de Cuenca

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

Services

Service category No 4: Transport of mail by land [3] and by air

Main site or place of performance: Municipio de Cuenca.

NUTS code ES423 Cuenca

**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)**

Servicios postales.

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

64110000 Postal services

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

**II.1.8. Lots**

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

**II.1.9. Information about variants**

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

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

333 999,12 EUR (IVA incluido).

Estimated value excluding VAT: 276 032,32 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: 1

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

in months: 24 (from the award of the contract)

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

Duration in months: 24 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Servicios postales; lote n.º 1 — Zona nacional (localidad)

**1) Short description**

Servicios postales; lote n.º 1 — Zona nacional (localidad).

**2) CPV code(s)**

64110000 Postal services

**3) Quantity or scope**

166 999,56 EUR (IVA incluido).

Estimated value excluding VAT: 138 016,16 EUR

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

**5) Additional information about lots**

Lot No: 2

Lot title: Servicios postales; lote n.º 2 (nacional e internacional) excluido localidad

**1) Short description**

Servicios postales; lote n.º 2 (nacional e internacional) excluido localidad.

**2) CPV code(s)**

64110000 Postal services

**3) Quantity or scope**

166 999,56 EUR (IVA incluido).

Estimated value excluding VAT: 138 016,16 EUR

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

**5) Additional information about lots**

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**Section III: Legal, economic, financial and technical information**

**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

Fianza provisional: no se exige.

Fianza definitiva: 5 % del presupuesto de adjudicación, IVA excluido.

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

Facturación mensual.

**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**

**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: Si se dispone de clasificación: R, 9, 1.

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

List and brief description of conditions: La solvencia económica y financiera del empresario deberá acreditarse mediante el volumen anual de negocio en el ámbito a que se refiere el contrato, siendo superior a 85 000 EUR anuales. Además, se deberán presentar las cuentas anuales presentadas en el Registro Mercantil, así como una declaración donde se haga constar tanto el fondo de maniobra, que deberá ser positivo, así como el coeficiente de solvencia superior a 1.

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

List and brief description of conditions:

I) Una relación de los principales servicios o trabajos realizados en los últimos tres años que incluya importe, fechas y el destinatario, público o privado, de los mismos. Los servicios o trabajos efectuados se acreditarán mediante certificados expedidos o visados por el órgano competente cuando el destinatario sea una entidad del sector público; cuando el destinatario sea un sujeto privado, mediante un certificado expedido por este o, a falta de este certificado, mediante una declaración del empresario; en su caso, estos certificados serán comunicados directamente al órgano de contratación por la autoridad competente. La cuantía de los

servicios anuales debe superar los 85 000 EUR.

II) Indicación del personal técnico o de las unidades técnicas, integradas o no en la empresa, participantes en el contrato, especialmente aquellos encargados del control de calidad.

III) Descripción de las instalaciones técnicas, de las medidas empleadas por el empresario para garantizar la calidad y de los medios de estudio e investigación de la empresa.

IV) Declaración sobre la plantilla media anual de la empresa y la importancia de su personal directivo durante los tres últimos años, acompañada de la documentación justificativa correspondiente.

V) Declaración indicando la maquinaria, material y equipo técnico del que se dispondrá para la ejecución de los trabajos o prestaciones, a la que se adjuntará la documentación acreditativa pertinente.

VI) Indicación de la parte del contrato que el empresario tiene eventualmente el propósito de subcontratar.

#### **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**

An electronic auction will be used: no

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

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

28/2018

##### **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: 18.7.2018 - 14:00  
Payable documents: no

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

18.7.2018 - 14:00

**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**  
Spanish.

**IV.3.7. Minimum time frame during which the tenderer must maintain the tender**  
Duration in months: 2 (from the date stated for receipt of tender)

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

Date: 24.7.2018 - 12:00

Place:

Sección de Contratación.

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 2 años.

**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**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Junta de Gobierno Local

Postal address: Plaza Mayor, 1

Town: Cuenca

Postal code: 16001

Country: Spain

E-mail: [contratacion@cuenca.es](mailto:contratacion@cuenca.es)

Telephone: +34 969176100

Fax: +34 969235451

Internet address: [www.cuenca.es](http://www.cuenca.es)

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Conforme se establece en los artículos 44 a 60 de la LCSP.

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

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**VI.5. Date of dispatch of this notice**  
13.6.2018