

## 264350-2026 - Competition

### Luxembourg – Reprographic services – RFP 250045 - ACCORD-CADRE POUR LA LOCATION DE MATERIEL DE REPROGRAPHIE ET FOURNITURE DE CONSOMMABLES

OJ S 75/2026 17/04/2026

Contract or concession notice – standard regime

Services - Supplies

## 1. Buyer

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### 1.1. Buyer

Official name: UNIVERSITE DU LUXEMBOURG

Email: [admin.tender@uni.lu](mailto:admin.tender@uni.lu)

Legal type of the buyer: Body governed by public law

Activity of the contracting authority: Education

## 2. Procedure

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### 2.1. Procedure

Title: RFP 250045 - ACCORD-CADRE POUR LA LOCATION DE MATERIEL DE REPROGRAPHIE ET FOURNITURE DE CONSOMMABLES

Description: L'Université souhaite renouveler son contrat de location de machines de reprographie. L'objet de l'appel d'offres porte sur la location (leasing-entretien) de presses dans le but d'avoir de nouvelles machines et de réduire les coûts relatifs aux périphériques. En supplément de la mise à disposition, de l'entretien et de la maintenance des machines, l'Université souhaite disposer d'un logiciel de gestion d'impression centralisée pour piloter les périphériques, ainsi qu'un logiciel de mise en page. Enfin, l'Université a besoin de la fourniture de consommables afin de garantir un approvisionnement régulier. La durée de l'Accord-Cadre est fixée à deux (2) ans, renouvelable deux (2) fois un (1) an (2 + 1 + 1) sur l'avis de l'Université.

Procedure identifier: 735cca5a-986a-49e1-bb03-543df34de4b7

Internal identifier: 2600860

Type of procedure: Open

The procedure is accelerated: no

#### 2.1.1. Purpose

Main nature of the contract: Services

Additional nature of the contract: Supplies

Main classification (cpv): 79520000 Reprographic services

Additional classification (cpv): 79520000 Reprographic services, 30120000 Photocopying and offset printing equipment, 30199000 Paper stationery and other items, 30197000 Small office equipment

#### 2.1.2. Place of performance

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

#### 2.1.4. General information

Additional information: Modalités de retrait du dossier : via portail des marchés publics

Réception des offres/candidatures : via portail des marchés publics

**Legal basis:**

Directive 2014/24/EU

**2.1.5. Terms of procurement****Terms of submission:**

Maximum number of lots for which one tenderer can submit tenders: 2

**Terms of contract:**

Maximum number of lots for which contracts can be awarded to one tenderer: 2

**2.1.6. Grounds for exclusion**

Sources of grounds for exclusion: European Single Procurement Document (ESPD)

**5. Lot**

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**5.1. Lot: LOT-0001**

Title: Location et maintenance de presses professionnelles (imprimantes, plotters)

Description: - Leasing-entretien des imprimantes suivantes : - Trois (3) imprimantes multifonctions (presse numérique), - Une (1) imprimante grand format (Traceur plan), - Une (1) imprimante grand format (Traceur Photo-Posters) ; - L'installation, la configuration et la maintenance des équipements ; - Location d'un logiciel de gestion d'impression centralisée et de mise en page ; - Le prix clic par copie noire ; - Le prix clic par copie couleur.

Internal identifier: 1

**5.1.1. Purpose**

Main nature of the contract: Services

Main classification (cpv): 79520000 Reprographic services

Additional classification (cpv): 30120000 Photocopying and offset printing equipment

**5.1.2. Place of performance**

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

**5.1.3. Estimated duration**

Other duration: Unknown

**5.1.6. General information**

This is a recurrent procurement

**Reserved participation:**

Participation is not reserved.

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): yes

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

**5.1.9. Selection criteria**

Sources of selection criteria: European Single Procurement Document (ESPD)

**5.1.11. Procurement documents**

Address of the procurement documents: <https://pmp.b2g.etat.lu/entreprise/consultation/541646?orgAcronyme=t5y>

**5.1.12. Terms of procurement****Terms of submission:**

Electronic submission: Required

Address for submission: <https://pmp.b2g.etat.lu/entreprise/consultation/541646?orgAcronyme=t5y>

Languages in which tenders or requests to participate may be submitted: English, French

Electronic catalogue: Not allowed

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Variants: Not allowed

Tenderers may submit more than one tender: Allowed

Deadline for receipt of tenders: 26/05/2026 10:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 5 Months

**Terms of contract:**

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Required

Electronic ordering will be used: no

Electronic payment will be used: no

**5.1.15. Techniques**

**Framework agreement:**

Framework agreement, without reopening of competition

Maximum number of participants: 0

**Information about the dynamic purchasing system:**

No dynamic purchase system

**5.1.16. Further information, mediation and review**

Review organisation: Juridictions administratives

Information about review deadlines: <https://justice.public.lu/fr/organisation-justice/juridictions-administratives.html>

Organisation providing additional information about the procurement procedure: UNIVERSITE DU LUXEMBOURG

Organisation providing offline access to the procurement documents: UNIVERSITE DU LUXEMBOURG

Organisation receiving requests to participate: UNIVERSITE DU LUXEMBOURG

Organisation processing tenders: UNIVERSITE DU LUXEMBOURG

**5.1. Lot: LOT-0002**

Title: Fourniture de consommables et produits pour impression numérique et reprographie

Description: - Cartouches et toners pour une imprimante grand format professionnelle ; - Consommables destinés à la reprographie (papiers de différents grammages et formats, supports spéciaux, transparents, papiers techniques, etc.) ; - Accessoires nécessaires aux opérations de finition et de conditionnement (spirales, couvertures, pochettes de plastification, adhésifs, emballages, etc.).

Internal identifier: 2

**5.1.1. Purpose**

Main nature of the contract: Supplies

Main classification (cpv): 30199000 Paper stationery and other items

Additional classification (cpv): 30197000 Small office equipment

**5.1.2. Place of performance**

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

### 5.1.3. Estimated duration

Other duration: Unknown

### 5.1.6. General information

#### Reserved participation:

Participation is not reserved.

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): yes

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

### 5.1.9. Selection criteria

Sources of selection criteria: European Single Procurement Document (ESPD)

### 5.1.11. Procurement documents

Address of the procurement documents: <https://pmp.b2g.etat.lu/entreprise/consultation/541646?orgAcronyme=t5y>

### 5.1.12. Terms of procurement

#### Terms of submission:

Electronic submission: Required

Address for submission: <https://pmp.b2g.etat.lu/entreprise/consultation/541646?orgAcronyme=t5y>

Languages in which tenders or requests to participate may be submitted: English, French

Electronic catalogue: Not allowed

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Variants: Not allowed

Deadline for receipt of tenders: 26/05/2026 10:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 5 Months

#### Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Required

Electronic ordering will be used: no

Electronic payment will be used: no

### 5.1.15. Techniques

#### Framework agreement:

Framework agreement, without reopening of competition

Maximum number of participants: 0

#### Information about the dynamic purchasing system:

No dynamic purchase system

### 5.1.16. Further information, mediation and review

Review organisation: Juridictions administratives

Information about review deadlines: <https://justice.public.lu/fr/organisation-justice/juridictions-administratives.html>

Organisation providing additional information about the procurement procedure: UNIVERSITE DU LUXEMBOURG

Organisation providing offline access to the procurement documents: UNIVERSITE DU LUXEMBOURG

Organisation receiving requests to participate: UNIVERSITE DU LUXEMBOURG

Organisation processing tenders: UNIVERSITE DU LUXEMBOURG

## 8. Organisations

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### 8.1. ORG-0001

Official name: UNIVERSITE DU LUXEMBOURG

Registration number: J20

Postal address: 2, Place de l'Université

Town: Esch/Belval

Postcode: 4365

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Contact point: Admin Tender

Email: [admin.tender@uni.lu](mailto:admin.tender@uni.lu)

Telephone: +352 46 66 44 1

#### **Roles of this organisation:**

Buyer

Organisation providing additional information about the procurement procedure

Organisation providing offline access to the procurement documents

Organisation receiving requests to participate

Organisation processing tenders

### 8.1. ORG-0002

Official name: Juridictions administratives

Registration number: JURAD

Postal address: 1, rue du Fort Thüngen

Town: Luxembourg

Postcode: 1499

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Contact point: Tribunal administratif - greffe

Email: [greffe.tribunal@ja.etat.lu](mailto:greffe.tribunal@ja.etat.lu)

Telephone: 42105-1

Internet address: <https://justice.public.lu/fr/organisation-justice/juridictions-administratives.html>

#### **Roles of this organisation:**

Review organisation

## Notice information

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Notice identifier/version: de2a964b-1512-49aa-a497-7742047ab7e0 - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice subtype: 16

Notice dispatch date: 14/04/2026 13:32:40 (UTC+02:00) Eastern European Time, Central European Summer Time

Languages in which this notice is officially available: French

Notice publication number: 264350-2026

