

Poland-Warsaw: Provision of assistance services to the Information Point of the European Commission Representation in Poland — PO/2014-1/WAR

OJ S 152/2014 09/08/2014

Contract award notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for Communication, Representation in Poland

Postal address: ul. Jasna 14/16A

Town: Warsaw

Postal code: 00-041

Country: Poland

For the attention of: Magdalena Walasek

E-mail: comm-rep-waw-procurement@ec.europa.eu

Telephone: +48 225568989

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/dgs/communication/contracts-and-grants/contracts/representations/index_en.htm

Address of the buyer profile: <http://ec.europa.eu/polska/>

Electronic access to information: http://ec.europa.eu/polska/possibilities_for_funding/tenders/index_pl.htm

I.2. Type of the contracting authority

European institution/agency or international organisation

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

II.1. Description**II.1.1. Title**

Provision of assistance services to the Information Point of the European Commission Representation in Poland — PO/2014-1/WAR.

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

Services

Service category No 22: Personnel placement and supply services

Main site or place of performance: At the premises of the European Commission Representation in Poland.

NUTS code

II.1.3. Information about a framework agreement or a dynamic purchasing system (DPS)

II.1.4. Short description of the contract or purchase(s)

The subject of the contract consists in providing services in the form of answers to questions from visitors to the Information Point and to telephone and e-mail inquiries addressed to it by individuals and institutions. Over the course of a month, an Information Point receives around 500–700 face-to-face, telephone and e-mail inquiries.

The subject of the contract also consists in ensuring that the appropriate number of publications and information material is available on the spot and dispatching them at the request of individuals and institutions.

The contractor has to ensure qualified assistants to be present throughout the Information Point's opening hours who will provide information, guidance and assistance tailored to individual needs.

II.1.5. CPV code(s)

79621000 Supply services of office personnel

II.1.6. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.2. Total value of the contract/lot

II.2.1. Total value of the contract/lot

Value: 74 868 EUR
excluding VAT

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of

1. Criteria stated in the specifications in the invitation to tender. Weighting 100

IV.2.2. Information about electronic auction

An electronic auction has been used: no

IV.3. Administrative information

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

PO/2014-1/WAR.

IV.3.2. Previous publication concerning this procedure

Contract notice

Notice number in the OJ S: [2014/S 20-030447](#) of 29.1.2014

Section V: Award of contract

Contract No: PO/2014-1/WAR

V.1.

Date of conclusion of the contract

14.6.2014

V.2. Information about tenders

Number of tenders received: 2

V.3. Name and address of the contractor

Official name: Profile Sp. z o.o.

Postal address: ul. Mickiewicza 40

Town: Warszawa

Postal code: 01-650

Country: Poland

V.4. Information on value of the contract/lot

Initial estimated total value of the contract/lot:

Value: 80 000 EUR

Total value of the procurement:

Value: 74 868 EUR

If annual or monthly value:

Number of years: 4

V.5. Information about subcontracting

The contract is likely to be subcontracted: no

Section VI: Complementary information

VI.1. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.2. Additional information

All the documentation of this call for tenders, including any additional information during the procedure, is published at the following Internet address:

http://ec.europa.eu/polska/possibilities_for_funding/tenders/index_pl.htm

Tenderers should consult this site regularly, as additional information may be published at any time during the procedure.

VI.3. Procedures for review**VI.3.1. 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://www.curia.europa.eu>

VI.3.2. Review procedure

Precise information on deadline(s) for review procedures: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge.

A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

VI.3.3. Service from which information about the review procedure may be obtained

VI.4. Date of dispatch of this notice

30.7.2014