

Denmark-Copenhagen: Provision of canteen and catering services for the European Environment Agency
OJ S 150/2015 06/08/2015
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: EEA Procurement Services

Postal address: Kongens Nytorv 6

Town: Copenhagen K

Postal code: 1050

Country: Denmark

For the attention of: Bitten Serena

E-mail: procurement@eea.europa.eu

Telephone: +45 33367138

Fax: +45 33367199

Internet address(es):

General address of the contracting authority: <http://www.eea.europa.eu>

Address of the buyer profile: <http://www.eea.europa.eu/about-us/tenders>

Electronic access to information: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=1010>

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

European institution/agency or international organisation

I.3. Main activity

Environment

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 canteen and catering services for the European Environment Agency.

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

Services

Service category No 17: Hotel and restaurant services

Main site or place of performance: The services will be provided at the premises of the EEA located at Kongens Nytorv 6 and 8, 1050 Copenhagen K, DENMARK.

NUTS code

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

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in months: 48

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 1 200 000 and 1 500 000 EUR

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

The EEA seeks to establish a framework contract for the provision of canteen and catering services at its premises located at Kongens Nytorv 6 and 8, 1050 Copenhagen K, DENMARK. The scope of the contract is to offer a lunch buffet to EEA staff members and visitors and to cater the meetings held within the premises with coffee and tea, served lunches, dinners and receptions.

The tendering procedure will be carried out in 2 steps:

- 1) EEA invites economic operators to put themselves forward as candidates by submitting an application in accordance with the provisions stated in the terms of reference;
- 2) the EEA will send an invitation to the selected candidates to submit a tender in accordance with the terms in the tender specifications.

II.1.6. CPV code(s)

55500000 Canteen and catering services

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: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The total value of the contract includes:

- (1) the subsidy from EEA (220 000 EUR — annual average);
- (2) EEA payment for catering meetings; and
- (3) the service provider's own income from the sale of lunches to staff members and visitors, plus other offerings.

Estimated value excluding VAT:

Range: between 1 200 000 and 1 500 000 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: 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: 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

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

Applications may be submitted by 2 or more applicants grouped in a consortium which, if selected and invited to tender, may tender as a consortium (see details in the terms of reference).

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: Exclusion criteria:

To be eligible to participate in this negotiated procedure, candidates must not be in any of the exclusion situations referred to in Articles 106 and 107 of the financial rules applicable to the general budget of the European Union.

To that effect, candidates are required to submit a declaration on honour (see Annex 2 to the terms of reference) in accordance with Article 143 on the rules of application of the financial rules applicable to the general budget of the European Union.

Legal capacity:

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

To that effect, each applicant (including any member of a consortium) is required to submit a legal entity form (see Annex 3 to the terms of reference) duly filled out and signed, accompanied by a copy of inscription in a trade register or in the VAT register, where applicable. Natural persons shall provide a copy of their identity card or, failing that, of their passport or driving licence.

III.2.2. Economic and financial ability

List and brief description of conditions: Evidence of economic and financial capacity by one (or more) of the following documents:

- appropriate statements from banks or evidence of professional risk indemnity insurance, or
- balance sheets or extracts from balance sheets for at least the last 2 years for which accounts have been closed, where publication of the balance sheet is required under the company law of the country in which the candidate is established, or
- a statement of overall turnover and turnover concerning the services covered by the contract subject of this negotiated procedure during the last 2 financial years.

If, for some exceptional reason, which the EEA considers justified, an applicant is unable to provide (one of) the references requested above, he may prove his economic and financial capacity by any other means which the EEA considers appropriate.

III.2.3. Technical and professional ability

List and brief description of conditions:

Evidence of the technical and professional capacity of candidates shall be furnished on the basis of the following documents:

Past contracts:

Applicants shall provide a list and a description of the services relevant to this negotiated procedure (canteen and catering services) under the following 2 categories:

- 1) contracts currently undertaken; and
- 2) contracts that have been undertaken over the last 3 years, indicating the value, date, brief description of the services undertaken, and recipient of the services (public or private).

Company/business profile:

Applicants shall provide a brief description of their company and give a clear description of the main functions of the company, total amount of staff (e.g. total number of chefs, total number of kitchen assistants, etc.), strategy and vision, products and services.

Quality assurance/quality control:

Applicants shall provide details of any quality assurance accreditation that they hold. If no accreditation is held, applicants shall provide an outline of any quality assurance/control policy specifying the status of implementation and details of any quality assurance accreditations for which they have applied.

Environmental policy:

Applicants shall provide a description of their environmental policy specifying the status of implementation (e.g. accreditation held or requested).

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: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) no

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

IV.2.2. Information about electronic auction

IV.3. Administrative information

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

EEA/ADS/15/009.

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

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

2.9.2015 - 16:00

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

Any EU official language

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

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: no

VI.3. Additional information

Negotiated procedure after prior publication of a contract notice in accordance with the provisions of Article 135 of the rules of application of the Financial Regulation applicable to the general budget of the European Union.

Applicants can download the terms of reference and any additional information from the e-tendering website: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=1010>

This website will be updated regularly and it is the applicants' responsibility to check for updates and modifications during the submission period.

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court
Postal address: rue du Fort Niedergrünewald
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>

Body responsible for mediation procedures

Official name: European Ombudsman
Postal address: 1 avenue du Président Robert Schuman
Town: Strasbourg
Postal code: 67001
Country: France
E-mail: eo@ombudsman.europa.eu
Telephone: +33 388172313
Fax: +33 388179062
Internet address: <http://www.ombudsman.europa.eu>

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Within 2 months of the notification to the plaintiff (date of receipt), or, in the absence thereof, of the day on which the person concerned had knowledge of the relevant information, an appeal may be lodged with the General Court. A complaint to the European Ombudsman has no impact on the above deadline for lodging an appeal.

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

Official name: General Court
Postal address: rue du Fort Niedergrünewald
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.5. Date of dispatch of this notice

27.7.2015