

United Kingdom-London: Courier Services

OJ S 125/2018 03/07/2018

**Contract notice
Services**

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: European Medicines Agency

Postal address: 30 Churchill Place, Canary Wharf

Town: London

NUTS code: UKI42 Tower Hamlets

Postal code: E14 5EU

Country: United Kingdom

E-mail: CourierServicesTender@ema.europa.eu

Internet address(es):

Main address: <http://www.ema.europa.eu>

Address of the buyer profile: http://www.ema.europa.eu/ema/index.jsp?curl=pages/about_us/general/general_content_000259.jsp&mid=WC0b01ac0580029487

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=3748>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

European institution/agency or international organisation

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Courier Services

Reference number: EMA/2017/24/ST

II.1.2. Main CPV code

64120000 Courier services

II.1.3. Type of contract

Services

II.1.4. Short description

The Agency requires courier services for its headquarter in Amsterdam for consignments to be sent worldwide, mainly to the member states of the EU. Worldwide mail collection is also required and collection from current London headquarter to be shipped to its new headquarter in Amsterdam. To process the shipments efficiently the following elements are considered essential: online booking and tracking system, insurance, customer support service, training for mailroom staff, appropriate hardware and software with import and export features, swift process for bulk shipments. The service offered should be characterised by high level of technology and secure processing.

II.1.5. Estimated total value

Value excluding VAT: 250 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

64120000 Courier services

II.2.3. Place of performance

NUTS code: NL329 Groot-Amsterdam

II.2.4. Description of the procurement

See internet address provided in Section 1.3

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

Value excluding VAT: 250 000,00 EUR

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The contract shall be concluded for an initial period of 12 months, followed by three possible renewals each of 12 months.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

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

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

See internet address provided in Section 1.3

III.1.2. Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

See internet address provided in Section 1.3

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

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

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

IV.2. Administrative information

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 08/08/2018 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4. Languages in which tenders or requests to participate may be submitted

Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 9 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 14/08/2018 Local time: 10:00

Place:

European Medicines Agency, 30 Churchill Place, Canary Wharf, London E14 5EU, United Kingdom

Information about authorised persons and opening procedure: Maximum of 1 representative per tenderer is permitted to be present at the opening. For security reasons, tenderers must register within the given deadline (please see the Invitation to Tender letter) to be allowed to attend the opening session.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

VI.2. Information about electronic workflows

Electronic invoicing will be accepted

VI.3. Additional information

Please note that only 1 tender per tenderer may be submitted.

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court

Postal address: Rue du Fort Niedergrünewald

Town: Luxembourg

Postal code: L-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.4.4. Service from which information about the review procedure may be obtained

Official name: European Medicines Agency

Postal address: 30 Churchill Place

Town: London

Postal code: E14 5EU

Country: United Kingdom

E-mail: info@ema.europa.eu

Telephone: +44 2036606000

Internet address: <http://www.ema.europa.eu>

VI.5. Date of dispatch of this notice

26/06/2018