

**Spain-Madrid: Membership organisation services**

**OJ S 191/2013 02/10/2013**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Asociación para el empleo y la formación de personas con discapacidad (FSC INSERTA)

Postal address: Bernardino Obregón, nº 26

Town: Madrid

Postal code: 28012

Country: Spain

Contact person: FSC Inserta

For the attention of: Ramón Muñoz Moneo//Eva Martín Sánchez

E-mail: [eva.martin.fsc@fundaciononce.es](mailto:eva.martin.fsc@fundaciononce.es)

Telephone: +34 914688500

Fax: +34 914688502

**Internet address(es):**

General address of the contracting authority: [www.fsc-inserta.es](http://www.fsc-inserta.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**

Other: Entidad sin ánimo de lucro

**I.3. Main activity**

Other: Cooperación e integracion social de personas con discapacidad

**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**

Contratación del servicio de Recepción Auxiliar en su sede Central y del Centro Territorial de Madrid

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

Services

Service category No 27: Other services

Main site or place of performance: Madrid

NUTS code

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

**II.1.4. Information about framework agreement**

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

Contratación del servicio de Recepción Auxiliar en su sede Central y del Centro Territorial de Madrid

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

98100000 Membership organisation services

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

**II.1.8. Lots**

**II.1.9. Information about variants**

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

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

El valor estimado del contrato se establece en 219 544,00 EUR. Las ofertas se valorarán por precio hora, cuyo importe máximo se fija en 13 EUR.  
Estimated value excluding VAT: 219 544 EUR

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Duration in months: 23 (from the award of the contract)

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

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

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

[www.fsc-inserta.es](http://www.fsc-inserta.es)

<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

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

[www.fsc-inserta.es](http://www.fsc-inserta.es)

<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

**III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

[www.fsc-inserta.es](http://www.fsc-inserta.es)

<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

**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: Véase pliego de concurrencia en [www.fsc-inserta.es](http://www.fsc-inserta.es)  
<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

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

List and brief description of conditions: Véase pliego de concurrencia en [www.fsc-inserta.es](http://www.fsc-inserta.es)  
<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

Minimum level(s) of standards possibly required: Véase pliego de concurrencia en [www.fsc-inserta.es](http://www.fsc-inserta.es)

<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

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

List and brief description of conditions:

Véase pliego de concurrencia en [www.fsc-inserta.es](http://www.fsc-inserta.es)  
<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

Minimum level(s) of standards possibly required:

Véase pliego de concurrencia en [www.fsc-inserta.es](http://www.fsc-inserta.es)  
<http://www.fsc-inserta.es/Convocatorias/Paginas/Vigentes.aspx>

### **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**

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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**

LOG/EF/13/006

**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**

15.11.2013 - 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**

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

**Section VI: Complementary information**

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**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:  
yes

Identification of the project: Programa Operativo del Reino de España de lucha contra la discriminación para el período 2007-2013, cofinanciado por el Fondo Social Europeo y la Fundación ONCE.

**VI.3. Additional information**

El valor estimado del contrato es una referencia de facturación máxima.

La facturación real se establecerá en función de las horas de servicio prestadas, como máximo a 13 EUR / hora.

La duración del contrato se estima desde el 27.1.2014 hasta el 31.12.2015

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

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

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

30.9.2013