

Belgium-Brussels: Services for the collection, sorting, transport and distribution of mail from the institutions/bodies in Brussels and Luxembourg

OJ S 191/2016 04/10/2016

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission

Postal address: CSM 1 05/P001

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1049

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: oib-marches-publics@ec.europa.eu

Telephone: +32 22986989

Fax: +32 22960570

Internet address(es):Main address: <http://ec.europa.eu>Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm**I.1. Name and addresses**

Official name: European Parliament

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1048

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: oib-marches-publics@ec.europa.eu

Telephone: +32 22986989

Fax: +32 22960570

Internet address(es):Main address: <http://ec.europa.eu>Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm**I.1. Name and addresses**

Official name: Council of the European Union

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1048

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: oib-marches-publics@ec.europa.eu

Telephone: +32 22986989

Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>

Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.1. Name and addresses

Official name: Court of Justice of the European Union

Town: Luxembourg

NUTS code: LU Luxembourg

Postal code: 2625

Country: Luxembourg

Contact person: Office pour les infrastructures et la logistique

E-mail: oib-marches-publics@ec.europa.eu

Telephone: +32 22986989

Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>

Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.1. Name and addresses

Official name: European Court of Auditors

Town: Luxembourg

NUTS code: LU Luxembourg

Postal code: 1615

Country: Luxembourg

Contact person: Office pour les infrastructures et la logistique

E-mail: oib-marches-publics@ec.europa.eu

Telephone: +32 22986989

Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>

Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.1. Name and addresses

Official name: European Economic and Social Committee

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1040

Country: Belgium

Contact person: Office pour les infrastructures et la logistique

E-mail: oib-marches-publics@ec.europa.eu

Telephone: +32 22986989

Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>

Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.1. Name and addresses

Official name: Committee of the Regions of the European Union

Town: Bruxelles

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

Postal code: 1040
Country: Belgium
Contact person: Office pour les infrastructures et la logistique
E-mail: oib-marches-publics@ec.europa.eu
Telephone: +32 22986989
Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>
Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.1. Name and addresses

Official name: European Investment Bank
Town: Luxembourg
NUTS code: LU Luxembourg
Postal code: 2950
Country: Luxembourg
Contact person: Office pour les infrastructures et la logistique
E-mail: oib-marches-publics@ec.europa.eu
Telephone: +32 22986989
Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>
Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.1. Name and addresses

Official name: Translation Centre for the Bodies of the European Union
Town: Luxembourg
NUTS code: LU Luxembourg
Postal code: 1499
Country: Luxembourg
Contact person: Office pour les infrastructures et la logistique
E-mail: oib-marches-publics@ec.europa.eu
Telephone: +32 22986989
Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>
Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.1. Name and addresses

Official name: European Defence Agency
Town: Bruxelles
NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest
Postal code: 1050
Country: Belgium
Contact person: Office pour les infrastructures et la logistique
E-mail: oib-marches-publics@ec.europa.eu
Telephone: +32 22986989
Fax: +32 22960570

Internet address(es):

Main address: <http://ec.europa.eu>
Address of the buyer profile: http://ec.europa.eu/oib/procurement_fr.htm

I.2. Information about joint procurement

The contract involves joint procurement

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=1901>

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

Services for the collection, sorting, transport and distribution of mail from the institutions /bodies in Brussels and Luxembourg.

Reference number: OIB.02/PO/2016/015/704.

II.1.2. Main CPV code

64120000 Courier services

II.1.3. Type of contract

Services

II.1.4. Short description

See point II.2.4 'Description of the procurement' for each lot.

II.1.5. Estimated total value

Value excluding VAT: 8 000 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

Services for the collection, sorting, transport and distribution of national mail from Belgium
Lot No: 1

II.2.2. Additional CPV code(s)

64000000 Postal and telecommunications services, 64100000 Post and courier services, 64110000 Postal services, 64112000 Postal services related to letters, 64113000 Postal services related to parcels, 64121000 Multi-modal courier services, 64121100 Mail delivery services, 64121200 Parcel delivery services

II.2.3. Place of performance

NUTS code: BE Belgique / België

Main site or place of performance: Brussels-Capital Region.

II.2.4. Description of the procurement

On behalf of several European institutions and bodies, these services cover the collection, sorting, transport and distribution of national mail from Belgium. This concerns all mail (ordinary and registered) from Brussels.

II.2.5. Award criteria

Criteria below
Price

II.2.6. Estimated value

Value excluding VAT: 2 500 000,00 EUR

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

Duration in months: 48
This contract is subject to renewal: no

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

II.2. Description

II.2.1. Title

Services for the collection, sorting, transport and distribution of international mail from Belgium
Lot No: 2

II.2.2. Additional CPV code(s)

64000000 Postal and telecommunications services, 64100000 Post and courier services, 64110000 Postal services, 64112000 Postal services related to letters, 64113000 Postal services related to parcels, 64121000 Multi-modal courier services, 64121100 Mail delivery services, 64121200 Parcel delivery services

II.2.3. Place of performance

NUTS code: BE Belgique / België
Main site or place of performance: Brussels-Capital Region.

II.2.4. Description of the procurement

On behalf of several European institutions and bodies, these services cover the collection, sorting, transport and distribution of international mail from Belgium. This concerns all mail (ordinary and registered) from Brussels for delivery within the 3 predefined geographical regions of destination.

II.2.5. Award criteria

Criteria below
Price

II.2.6. Estimated value

Value excluding VAT: 2 700 000,00 EUR

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

Duration in months: 48

This contract is subject to renewal: no

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

II.2. Description

II.2.1. Title

Services for the collection, sorting, transport and distribution of national and international mail from Luxembourg.

Lot No: 3

II.2.2. Additional CPV code(s)

64000000 Postal and telecommunications services, 64100000 Post and courier services, 64110000 Postal services, 64112000 Postal services related to letters, 64113000 Postal services related to parcels, 64121000 Multi-modal courier services, 64121100 Mail delivery services, 64121200 Parcel delivery services

II.2.3. Place of performance

NUTS code: LU Luxembourg

Main site or place of performance: Luxembourg.

II.2.4. Description of the procurement

On behalf of several European institutions, these services cover the collection, sorting, transport and distribution of national and international mail from Luxembourg. This concerns all mail (ordinary and registered) from Luxembourg (all institutions are based in Luxembourg City) for delivery within the geographical regions of destination.

II.2.5. Award criteria

Criteria below

Price

II.2.6. Estimated value

Value excluding VAT: 2 800 000,00 EUR

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

Duration in months: 48

This contract is subject to renewal: no

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:

the tenderer shall enclose with his tender all the documents and information required in point III.1 'Conditions for participation' of this notice and listed in Annex II 'Checklist of documents to be completed and provided' to the tender specifications.

The tenderer shall enclose a duly signed and dated solemn declaration stating that he is not in any of the situations which would exclude him from participating in a contract awarded by the European Union. The solemn declaration must take the form of the template published on the following page, in its entirety: http://ec.europa.eu/oib/procurement_fr.htm

NB: the successful tenderer must, on pain of exclusion, provide the following documentary evidence in support of the solemn declaration prior to signature of the contract.

NB: if groupings are awarded the contract, they must provide the solemn declaration along with the supporting documents and information for each individual member.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

the tenderer must provide:

— copy of the financial statements (balance sheets and operating accounts) for the past 3 financial years, showing the annual pre-tax profit. If, for a valid reason, the tenderer is unable to provide them, he must enclose a statement as to annual pre-tax profits for the past 3 years. If the financial statements or the declaration show an average loss over the past 3 years, the tenderer must furnish another document as proof of his financial and economic capacity, such as the appropriate guarantee from a third party (e.g. the parent company), statements from auditors, chartered accountants or equivalent,

— statement as to annual turnover specific to the field covered by this contract notice, realised during the past 3 financial years.

Minimum level(s) of standards possibly required:

to be selected, the tenderer must provide proof of an average specific annual turnover for the past 3 financial years of:

— lot 1: national mail from Brussels: 622 000 EUR,

— lot 2: international mail from Brussels: 680 000 EUR,

— lot 3: national and international mail from Luxembourg: 717 000 EUR.

If participating in several lots, the average specific annual turnover must be at least equal to the total of the minimum sums required for each lot.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

the tenderer must provide:

— proof that the tenderer has an environmental management system. Proof may be provided either in the form of ISO 14001/EMAS certification or equivalent (e.g. a written, publicly available environmental management plan corresponding to the fields covered by the contract, for example, transport policies such as ecodriving or electric vehicles, policies aiming to reduce energy consumption in buildings, paperless systems, waste management, etc.).

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

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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

The procurement is covered by the Government Procurement Agreement: yes

IV.2. Administrative information

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

Date: 07/11/2016 Local time: 17:30

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: 14/11/2016 Local time: 10:00

Place:

Office pour les infrastructures et la logistique — Bruxelles (OIB), bâtiment CSM1, Cours Saint-Michel 23 (entrée côté rue Père de Deken), 1040 Bruxelles, BELGIUM.

Information about authorised persons and opening procedure: 1 duly authorised representative per tenderer may attend the opening of tenders (a passport or identity card must be presented). Tenderers wishing to attend must inform Unit OIB.02.002 Public Procurement, in writing (see address details given in point I.1), no later than 2 working days prior to the opening session.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

36 months after award.

VI.3. Additional information

1) The specifications and additional documents (including questions and answers) will be available at the following web address: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=1901>

Interested parties are invited to register via the website. They will then be notified by the online public procurement system of any updates available for this invitation to tender. Parties not registered on the site are requested to consult it regularly. The Commission cannot be held responsible should tenderers not be aware of any additional information on this invitation to tender given on this website.

The website will be updated regularly; it is the responsibility of tenderers to check for any updates and modifications during the tendering period.

Additional information on contract terms, contract renewals, conditions for participation, minimum levels of capacity required, total estimated contract volume, etc. can be found in the specifications available on the aforementioned website. No paper version will be issued.

EMAS-certified since 2005, the OIB adopts an environmentally friendly attitude. EMAS is the eco-management and audit scheme, the EU voluntary instrument used by organisations to improve their environmental performance.

2) Executive agencies may be included in the contract as contracting authorities (within a limit of 10 % of the total contract value and for all the executive agencies taken together) if, at the time of publication of this invitation to tender, they were not yet officially set up or in the process of being set up and, consequently, no formal designation could be specified in the invitation to tender documents.

3) During the 3 years following conclusion of the initial contract, the contracting authority will be able to use the negotiated procedure, without prior publication of a contract notice for new services involving the repetition of similar services assigned to the party awarded this contract by the contracting authority.

4) For further information on participating in invitations to tender and on the sequence of procedures for public procurement at the OIB, please consult the 'Guide for tenderers' and the brochure 'Doing business with the European Commission', accessible via the link: http://ec.europa.eu/oib/procurement_fr.htm

VI.4. Procedures for review

VI.4.1. 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 43031

Fax: +352 43032100

Internet address: <http://curia.europa.eu>

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

within 2 months of the plaintiff being notified or, failing this, of the date on which it became known to them. A complaint made to the European Ombudsman neither suspends this period nor opens a new period for lodging appeals.

VI.5. Date of dispatch of this notice

22/09/2016