

Italy-Turin: Express courier service
OJ S 234/2014 04/12/2014
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: ETF

Postal address: Villa Gualino, viale Settimio Severo 65

Town: Turin TO

Postal code: 10133

Country: Italy

For the attention of: Procurement Officer

E-mail: fincop.procurement@etf.europa.eu

Telephone: +39 0116302222

Fax: +39 0116302204

Internet address(es):

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

Electronic access to information: http://www.etf.europa.eu/web.nsf/pages/Open_tenders

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

Education

Other: human resources development, labour market, vocational education and training.

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

Express courier service.

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

Services

Service category No 2: Land transport services [2], including armoured car services, and courier services, except transport of mail

Main site or place of performance: Turin, Italy.

NUTS code ITC11 Torino

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 several operators

Maximum number Envisaged maximum number of participants to the framework agreement
: 3

Duration of the framework agreement

Duration in years: 4

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

Estimated value excluding VAT: 120 000 EUR

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

The main aim of this contract is to enter into a framework contract (for a maximum of 4 years) with a single contractor to carry out worldwide express courier services by truck and import /export services.

The contractor will be required to provide an efficient postal service for picking up, dispatching and delivering (in the shortest time possible) all documents and publications that the ETF sends on a daily basis as part of its activities.

The main destinations for dispatches made by the ETF are European Union countries and the 29 partner countries with which the ETF currently collaborates: Albania, Algeria, Armenia, Azerbaijan, Belarus, Bosnia and Herzegovina, Egypt, former Yugoslav Republic of Macedonia, Georgia, Israel, Jordan, Kazakhstan, Kyrgyzstan, Kosovo, Lebanon, Libya, Morocco, Moldova, Montenegro, Palestine, Russia, Serbia, Syria, Tajikistan, Tunisia, Turkey, Turkmenistan, Ukraine, Uzbekistan, without excluding a priori other worldwide destinations.

The ETF dispatches mainly printed material (documents and/or publications); for major conferences, the dispatch of different types of goods such as stands, banners, gifts for promotional purposes, and stationery is also possible.

II.1.6. CPV code(s)

64110000 Postal services, 64121100 Mail delivery services, 60160000 Mail transport by road, 64113000 Postal services related to parcels

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

Estimated value excluding VAT: 120 000 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: 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

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

Duration in months: 12 (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

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

III.2.2. Economic and financial ability

List and brief description of conditions: 1. approved and filed financial statements (balance sheets and profit and loss accounts) for the past 3 financial years, signed by the legal representative.

2. Duly completed table on the tenderer's financial stability (available for download from the following link: http://www.etf.europa.eu/web.nsf/pages/Open_tenders).

Minimum level(s) of standards possibly required: the tenderer must be able to demonstrate the stability of his own financial situation and meet the following financial stability parameters: for profit-making operators:

1. the short-term assets/short-term liabilities ratio must be more than 1;
2. the assets/total liabilities ratio must be more than 0.2;
3. net income must be positive;
4. overall annual turnover must be at least twice the average contract value for 1 year (60 000 EUR).

For non-profit-making entities:

1. the short-term assets/short-term liabilities ratio must be more than 1;
2. the own funds/total liabilities ratio must be more than 0.2;
3. the operating result must be positive;
4. overall annual income must be at least twice the average contract value for 1 year (60 000 EUR).

III.2.3. Technical and professional ability

List and brief description of conditions:

1. list of clients to whom services have been provided in recent years, indicating the company name, the year in which the services were provided and the annual value thereof.

2. A declaration signed by the company's legal representative attesting to the tenderer's capacity to provide the services with characteristics and delivery times as required in the technical specifications (point 2 — delivery times), clearly stating exceptions.

Minimum level(s) of standards possibly required:

1. In-depth and proven experience in performing express courier services as described in the technical specifications.

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

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

CFT/14/ETF/0024.

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

19.1.2015

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 26.1.2015 - 14:30

Place:

ETF headquarters, Turin TO, ITALY.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: 1 representative per operator.

Section VI: Complementary information

VI.1. Information about recurrence

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: the ETF is an agency of the European Union.

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Body responsible for mediation procedures

Official name: Court of Justice of the European Union

Postal address: boulevard Konrad Adenauer

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

Telephone: +352 4303-1

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

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: within 2 months of the plaintiff being notified or of the day on which it became known to them. A complaint to the European Ombudsman neither suspends this period nor opens a new period for lodging appeals.

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

VI.5. Date of dispatch of this notice

24.11.2014