

**Denmark-Copenhagen: Provision of strategic communication services for the European Environment Agency**

OJ S 234/2015 03/12/2015

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**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](mailto:procurement@eea.europa.eu)

Telephone: +45 33367138

Fax: +45 33367199

**Internet address(es):**General address of the contracting authority: <http://www.eea.europa.eu>Electronic access to information: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=1187>**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**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Provision of strategic communication services for the European Environment Agency.

**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: At the contractor's premises. Occasionally, services may be required to be performed at the EEA premises in Copenhagen, notwithstanding that the contractor may be required on an ad hoc basis to travel to other locations.

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: 400 000 EUR

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

An important element of the European Environment Agency's (EEA's) mandate is to make the environmental information it produces known, available and easily understandable to potential users.

The EEA has formulated a 'Communication framework' which outlines how the Agency's communication activities are to support the EEA's multiannual work programme (MAWP), covering the years 2014–2018.

The communication framework attempts to operationalise these objectives and aims to refine the content and improve the accessibility, availability and use of environmental information provided by the EEA. This is done by formulating 'key narratives', defining (in broad terms) key target groups and listing priority work areas. In carrying out its communication activities, the EEA regularly supplements internal resources with the capacities and specialised competence of external service providers — also in the area of strategic communication.

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

79000000 Business services: law, marketing, consulting, recruitment, printing and security, 79400000 Business and management consultancy and related services, 79416200 Public relations consultancy 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 is estimated at 400 000 EUR over a maximum period of 48 months covering all services. The contract will be concluded for an initial period of 24 months with the possibility of a maximum of 1 renewal for a period of 24 months.

Estimated value excluding VAT: 400 000 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**

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

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

As specified in the draft framework contract attached as Annex 6 to the tender specifications.

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

As specified in Section 5 of the tender specifications and in the draft framework contract attached as Annex 6 thereto.

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

Tenders may be submitted by consortia of economic operators. If a consortium is awarded the contract, it may be required to adopt a given legal form before the contract is signed if this change is necessary for proper performance of the contract. This can take the form of an entity with or without legal personality but offering sufficient protection to the EEA's contractual interests (depending on the member country concerned, this may be for instance, incorporation or partnership or a temporary association). Consortia must identify one of their members as coordinator who will interface with the EEA. Each member of a consortium must fulfil the conditions for participation specified under Section III.2.1 below.

#### **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: As specified in Sections 11.1 and 11.2.1 of Annex I, tender specifications.

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

List and brief description of conditions: As specified in Section 11.2.2 of Annex I, tender specifications.

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

List and brief description of conditions:

As specified in Section 11.2.3 of Annex I, tender 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**

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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**

EEA/COM/15/008.

#### **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**

15.1.2016 - 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**

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

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

Date: 26.1.2016 - 10:00

Place:

EEA premises at Kongens Nytorv 6, 1050 Copenhagen K, DENMARK.

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

Information about authorised persons and opening procedure: Representatives of tenderers (1 per tenderer) are allowed to participate in the opening session. They are requested to inform EEA's procurement services in advance and at the latest by 22.1.2016 (10:00) by e-mail at [procurement@eea.europa.eu](mailto:procurement@eea.europa.eu) or by fax number +45 33367199.

## 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:  
no

### VI.3. Additional information

Tenderers can download the tender documents and any additional information from the e-tendering website: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=1187>  
This website will be updated regularly and it is the tenderer's responsibility to check for updates and modifications during the tendering period.

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: General Court  
Postal address: rue du Fort Niedergrünwald  
Town: Luxembourg  
Postal code: 2925  
Country: Luxembourg  
E-mail: [generalcourt.registry@curia.europa.eu](mailto: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](mailto: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 Niedergrünwald  
Town: Luxembourg  
Postal code: 2925  
Country: Luxembourg  
E-mail: [generalcourt.registry@curia.europa.eu](mailto: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**

23.11.2015