

**Denmark-Copenhagen: Provision of Office Supplies and Stationery Products to the European Environment Agency (EEA)**

OJ S 185/2020 23/09/2020

Contract notice

Supplies

**Legal Basis:**

Regulation (EU, Euratom) No 2018/1046

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Environment Agency

Postal address: Kongens Nytorv 6

Town: Copenhagen K

NUTS code: DK011 Byen København

Postal code: 1050 K

Country: Denmark

Contact person: Olivier Cornu

E-mail: [procurement@eea.europa.eu](mailto:procurement@eea.europa.eu)**Internet address(es):**Main address: <https://www.eea.europa.eu>Address of the buyer profile: <https://www.eea.europa.eu/about-us/tenders>**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=7208>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=7208>

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**

Environment

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Provision of Office Supplies and Stationery Products to the European Environment Agency (EEA)

Reference number: EEA/ADS/20/006

**II.1.2. Main CPV code**

30100000 Office machinery, equipment and supplies except computers, printers and furniture

**II.1.3.**

## **Type of contract**

Supplies

### **II.1.4. Short description**

The European Environment Agency (EEA) wishes to enter a framework contract with an experienced supplier to procure a wide range of general office supplies and stationery products for its office established at Kongens Nytorv 6, 1050 Copenhagen K, Denmark, as well as IT equipment (e.g. wireless mouse, wireless keyboards, laptop holders, etc.), ergonomic products (e.g. balance pillow for office chair, balance ball, matt for standing, etc.) and specific personal protection equipment ((e.g. ergonomic mouse, mouse trap, single use gloves and face masks, disinfectant gel, etc.) for its employees.

### **II.1.5. Estimated total value**

Value excluding VAT: 200 000,00 EUR

### **II.1.6. Information about lots**

This contract is divided into lots: no

## **II.2. Description**

### **II.2.2. Additional CPV code(s)**

30192000 Office supplies, 30230000 Computer-related equipment

### **II.2.3. Place of performance**

NUTS code: DK011 Byen København

Main site or place of performance: All goods shall be delivered at the premises of the European Environment Agency, at Kongens Nytorv 6, 1050 Copenhagen K, DENMARK.

### **II.2.4. Description of the procurement**

As specified in sections I.2 and I.4 of the tender specification and Annex 4 thereto.

### **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: 200 000,00 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 will be awarded for an initial period of 12 months starting from the date of its signature by both contracting parties. The framework contract will be automatically renewed maximum three times for identical periods of 12 months each, unless one of the contracting parties denounces it in writing within at least 3 months before the expiry of an ongoing contractual period.

### **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**

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### **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:

As specified in sections II.1. and II.2.2.1 of the tender specifications.

#### **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**

As specified in sections I.6 of the tender specifications and Annex 5 thereto.

## **Section IV: Procedure**

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### **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: no

### **IV.2. Administrative information**

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

Date: 26/10/2020 Local time: 14:00

#### **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: 6 (from the date stated for receipt of tender)

#### **IV.2.7. Conditions for opening of tenders**

Date: 27/10/2020 Local time: 10:00

Place:

At the premises of the European Environment Agency, Kongens Nytorv 6, DK-1050 Copenhagen K.

Information about authorised persons and opening procedure: Tenderers (only one representative per tenderer) interested in attending the opening session shall inform the Agency's procurement services by e-mail at [procurement@eea.europa.eu](mailto:procurement@eea.europa.eu) by Friday 23 October 2020 at 16.00 at the latest.

### **Section VI: Complementary information**

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#### **VI.1. Information about recurrence**

This is a recurrent procurement: no

#### **VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

#### **VI.3. Additional information**

#### **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: <https://curia.europa.eu>

##### **VI.4.2. 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: <https://www.ombudsman.europa.eu>

##### **VI.4.3. 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, the day when the person concerned had knowledge of the relevant information, an appeal may be lodged with the Court of Justice of the European Union.

##### **VI.4.4. 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 5-4303-2100  
Internet address: <https://curia.europa.eu>

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

16/09/2020