

DK-Copenhagen: framework contract for the provision of printing services
2009/S 187-268330

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S):

European Environment Agency, Kongens Nytorv 6, Attn: Pia Schmidt, DK-1050 Copenhagen. Tel. +45 33367113. E-mail: pia.schmidt@eea.europa.eu. Fax +45 33367197.

Internet address(es):

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

Further information can be obtained at: European Environment Agency, Kongens Nytorv 6, DK-1050 Copenhagen K. Tel. +45 33367100. E-mail: procurement@eea.europa.eu. Fax +45 33367274. URL: <http://www.eea.europa.eu/tenders>.

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: European Environment Agency, Kongens Nytorv 6, DK-1050 Copenhagen K. Tel. +45 33367100. E-mail: procurement@eea.europa.eu. Fax +45 33367274. URL: <http://www.eea.europa.eu/tenders>.

Tenders or requests to participate must be sent to: As in above-mentioned contact point(s).

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:

European institution/agency or international organisation.
Environment.

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:

Framework contract for the provision of printing services.

II.1.2) Type of contract and location of works, place of delivery or of performance:

Services.

Service category: No 15.

Main place of performance: contractor's premises.

II.1.3) The notice involves:

The establishment of a framework agreement.

II.1.4) Information on framework agreement:

Framework agreement with a single operator.

Duration of the framework agreement: Duration in year(s): 4.

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

Estimated value excluding VAT:

Range: between 600 000 and 800 000 EUR.

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

The objective of this call for tenders is to establish a framework contract with an external provider of printing services who can assist the Agency with all technical tasks relating to this service.

- II.1.6) **Common procurement vocabulary (CPV):**
79800000.
- II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**
No.
- II.1.8) **Division into lots:**
No.
- II.1.9) **Variants will be accepted:**
No.
- II.2) **QUANTITY OR SCOPE OF THE CONTRACT**
- II.2.1) **Total quantity or scope:**
Estimated value excluding VAT:
Range: between 600 000 and 800 000 EUR.
- II.2.2) **Options:**
No.
- 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

- III.1) **CONDITIONS RELATING TO THE CONTRACT**
- III.1.1) **Deposits and guarantees required:**
As stated in the contract.
- III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**
As stated in the contract.
- 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) **Other particular conditions to which the performance of the contract is subject:**
No.
- III.2) **CONDITIONS FOR PARTICIPATION**
- III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:**
Information and formalities necessary for evaluating if requirements are met: Exclusion criteria — to be eligible for participation in this contract award procedure, tenderers must not be in any of the exclusion situations referred to in Articles 93 and 94 of Council Regulation (EC, Euratom) No 1605/2002 of 25.6.2002, OJ L 248 of 16.9.2002 as last modified by (EC, Euratom) No 1995/2006 of 13.12.2006, OJ L 390/1 of 30.12.2006. To that effect tenderers are required to submit a declaration of honour (see Annex III to the tender specifications) in accordance with Article 134 of Commission Regulation (EC, Euratom) No 2342/2002 of 23.12.2002, OJ L 357/1 as last modified by (EC, Euratom) No 478/2007 of 23.4.2007, OJ L 111/13. Under the same provision, the tenderer to whom the contract is to be awarded will be required to produce evidence confirming the prior declaration unless this obligation is waived by the contracting authority.
Legal capacity — tenderers are requested to prove that they are authorised to perform the contract under national law, as evidenced by inclusion in a trade or professional register, or entry in the VAT register.

Tenderers shall provide an identification sheet (see Annex IV to the tender specifications) duly filled out and signed, a copy of inscription in a trade register, where applicable, and a copy of inscription in VAT register.

III.2.2) Economic and financial capacity:

Information and formalities necessary for evaluating if requirements are met: Evidence of economic and financial capacity shall be furnished by 1 or more of the following documents:

- (a) appropriate statements from banks or evidence of professional risks indemnity insurance;
- (b) the presentation of balance sheets or extracts from balance sheets for at least the last 2 years for which accounts have been closed, where publication of the balance sheet is required under the company law of the country in which the economic operator is established;
- (c) a statement of overall turnover and turnover concerning the works, supplies or services covered by the contract during a period which may not be more than the last 3 financial years.

If, for some exceptional reason which the contracting authority considers justified, the tenderer or candidate is unable to provide the references requested by the contracting authority, they may prove their economic and financial capacity by any other means that the contracting authority considers appropriate.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met:

Confirmation that the tenderer has the technical capacity to carry out the services shall be provided in the tender documents through evidence:

- (a) that the business activity of the company is relevant from the standpoint of the task in question by listing the principal services provided and supplies delivered in the past 3 years, with the sums, dates and recipients, public or private;
- (b) of the service provider's educational and professional qualifications and/or those of the firm's managerial staff and, in particular those of the persons responsible for providing the services;
- (c) of the service provider's average annual manpower and the number of managerial staff for the last 3 years;
- (d) of a description of the technical equipment, tools and plant to be employed by the firm for performing a service or works contract such as a description of the network-management facilities, customer support centre, contact point and customer report tools in place at the tenderer's;
- (e) of a description of the tenderer's environmental policy (including for example, confirmation of FSC certificate, 'Svanemærket', or equivalent);
- (f) if subcontracting of certain services is envisaged, the tenderer shall provide a description of the services to be subcontracted and their scope.

III.2.4) Reserved contracts:

No.

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) Execution of the service is reserved to a particular profession:

No.

III.3.2) Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:

No.

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure:

Open.

- IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate:**
- IV.1.3) **Reduction of the number of operators during the negotiation or dialogue:**
- IV.2) **AWARD CRITERIA**
- IV.2.1) **Award criteria:**
The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.
- IV.2.2) **An electronic auction will be used:**
No.
- IV.3) **ADMINISTRATIVE INFORMATION**
- IV.3.1) **File reference number attributed by the contracting authority:**
EEA/OSE/09/013.
- IV.3.2) **Previous publication(s) concerning the same contract:**
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:**
9.11.2009 - 16:00.
- IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates:**
- IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up:**
Spanish. Danish. German. Greek. English. French. Italian. Dutch. Portuguese. Finnish. Swedish. Czech. Estonian. Hungarian. Lithuanian. Latvian. Maltese. Polish. Slovak. Slovenian. Irish. Bulgarian. Romanian.
- IV.3.7) **Minimum time frame during which the tenderer must maintain the tender:**
Duration in month(s): 6 (from the date stated for receipt of tender).
- IV.3.8) **Conditions for opening tenders:**
Date: 18.11.2009 - 11:00.
Place: EEA premises.
Persons authorised to be present at the opening of tenders: yes.
Representatives of tenderers (1 per tenderer) are allowed to participate in the opening session. They are requested to inform in advance Pia Schmidt by e-mail: pia.schmidt@eea.europa.eu or by fax +45 33367197.

SECTION VI: COMPLEMENTARY INFORMATION

- VI.1) **THIS IS A RECURRENT PROCUREMENT:**
No.
- VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:**
No.
- VI.3) **ADDITIONAL INFORMATION:**
All tender documents and any additional documents and information can be downloaded from EEA's external website at the following address: <http://www.eea.europa.eu/about-us/tenders>.
- VI.4) **PROCEDURES FOR APPEAL**
- VI.4.1) **Body responsible for appeal procedures:**
Court of First Instance of the European Communities, boulevard Konrad Adenauer, L-2925 Luxembourg. E-mail: CFI.Registry@curia.europa.eu. Tel. +352 4303-1. URL: <http://curia.europa.eu>. Fax +352 433766.
- VI.4.2) **Lodging of appeals:**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff (date of receipt), or, in the absence thereof, the day on which the person concerned had knowledge of the relevant information an appeal can be lodged with the Court of First Instance of the European Communities; 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 lodging of appeals may be obtained:**

Court of First Instance of the European Communities, boulevard Konrad Adenauer, L-2925 Luxembourg. E-mail: CFI.Registry@curia.europa.eu. Tel. +352 4303-1. URL: <http://curia.europa.eu>. Fax +352 433766.

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

17.9.2009.