

B-Brussels: preparing the Northern Dimension Partnership on transport and logistics

2008/S 238-315690

Contract notice

Services

Section I: Contracting authority

I.1) Name, addresses and contact point(s):

European Commission, TREN DG, attention: Catharina Sikow-Magny, rue Demot 24, B-1040 Bruxelles/Brussel.
Tel. (32-2) 296 21 25. Fax (32-2) 295 43 49. E-mail: TREN-B1-CALLFORTENDERS@ec.europa.eu.

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/dgs/energy_transport/tenders/index_en.htm.

Address of the buyer profile: http://ec.europa.eu/dgs/energy_transport/index_en.html.

Further information can be obtained at:

As in abovementioned contact point(s).

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at:

As in abovementioned contact point(s).

Tenders or requests to participate must be sent to:

European Commission, Directorate-General for Energy and Transport, DM 28 — 0/110 Archives, B-1049 Bruxelles/Brussel.

I.2) Type of the contracting authority and main activity or activities:

European institution/agency or international organisation.

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:

Preparing the Northern Dimension Partnership on Transport and Logistics.

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

Services.

Service category: No 11.

Main place of performance: offices of the contractor.

NUTS code: BE100.

II.1.3) The notice involves:

A public contract.

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

Provide the Commission services with the logistic and technical support for the interim period in 2009 allowing preparatory work to start before the Partnership is up and fully operational in 2010.

The contractor will provide input to the expected early deliverables of the Partnership, by carrying out the tasks in close collaboration with the Commission services.

II.1.6) **Common procurement vocabulary (CPV):**
73200000.

II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**
Yes.

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:**

The amount of work involved to carry out this contract is assessed at 250 person-days. The reimbursable expenses should not exceed EUR 120 000.

II.2.2) **Options:**
No.

II.3) **Duration of the contract or time limit for completion:**
Duration in months: 16 (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:**

For any prefinancing higher than EUR 100 000, a financial guarantee equivalent to the amount of the prefinancing will be requested. Depending on the financial situation of the tenderer, the Commission may ask for a financial guarantee for amounts lower than EUR 100 000.

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**

- Advance payment 30 %,
- balance after the acceptance of the final report.

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

Groupings, irrespective of their legal form, may submit bids. Tenderers may, after forming a grouping, submit a joint bid on condition that it complies with the rules of competition. Such groupings (or consortia) must specify the company or person heading the project and must also submit a copy of the document authorising this company or person to submit a bid. If awarded, the contract will be signed by the company of the person heading the project, who will be, vis-à-vis the Commission, the only contracting party responsible for the performance of this contract. Each member must provide all necessary documents for assessing the bid as a whole with regards to the exclusion criteria, selection criteria and award criteria.

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:

Tenderers must indicate in which State they have their headquarters or domicile, and to present the supporting evidence normally acceptable to that country's law. In addition, they should provide evidence of their inscription in the professional/trade register. This could be evidenced either by a sworn statement, or by any proof

accepted under the law of the Member State in which tenderers are established. If the tenderer is a natural person, he/she must provide proof that he/she is covered by a social security scheme as a self-employed person.

III.2.2) **Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met:

To prove their financial and economic capacity, tenderers should provide with their offer the balance sheets or extracts from balance sheets for the last 3 years, a statement of overall turnover and turnover relating to the relevant services for the last 3 financial years.

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:**

Yes.

Section IV: Procedure

IV.1) **Type of procedure**

IV.1.1) **Type of procedure:**

Open.

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:**

TREN/B1/297-2009.

IV.3.2) **Previous publication(s) concerning the same contract:**

No.

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

Time limit for receipt of requests for documents or for accessing documents: 14.1.2009 (16:00).

Payable documents: no.

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

21.1.2009 (16:00).

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up:**

Bulgarian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish.

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: 2.2.2009 (10:00).

Place: rue Demot 24, B-Bruxelles/Brussel.

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

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:

The tender specifications related to this call for tender can be downloaded on the website of Directorate-General for Energy and Transport at the following address: http://ec.europa.eu/dgs/energy_transport/tenders/index_en.htm.

VI.4) Procedures for appeal

VI.4.1) Body responsible for appeal procedures:

Court of First Instance of the European Communities, rue du Fort Niedergrünwald, L-2925 Luxembourg. Tel. (352) 43 03-1. Fax (352) 43 03-2100. E-mail: CFI.registry@curia.europa.eu. URL: <http://curia.europa.eu>.

Body responsible for mediation procedures:

The European Ombudsman, 1, avenue du Président Robert Schuman, BP 403, F-67001 Strasbourg. Tel. (33) 388 17 23 13. Fax (33) 388 17 90 62. E-mail: euro-ombudsman@europarl.europa.eu. URL: <http://www.ombudsman.europa.eu>.

VI.4.2) Lodging of appeals:

Precise information on deadline(s) for lodging appeals:

Court of First Instance of the European Communities, rue du Fort Niedergrünwald, L-2925 Luxembourg. Tel. (352) 43 03-1. Fax (352) 43 03-2100. E-mail: CFI.registry@curia.europa.eu. URL: <http://curia.europa.eu>.

VI.4.3) Service from which information about the lodging of appeals may be obtained:

Court of First Instance of the European Communities, rue du Fort Niedergrünwald, L-2925 Luxembourg. E-mail: CFI.registry@curia.europa.eu. URL: <http://curia.europa.eu>.

VI.5) Date of dispatch of this notice:

26.11.2008.