

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:185517-2013:TEXT:EN:HTML>

**GR-Thessaloniki: Building management system (BMS) — delivery, installation and supporting services
2013/S 109-185517**

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

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

Cedefop — European Centre for the Development of Vocational Training
Europe Street 123, PO Box 22427

Contact point(s): Ms Dimitra Eleftheroudi

For the attention of: Mr George Paraskevaïdis

551 02 Thessaloniki

GREECE

Telephone: +30 2310490064

E-mail: c4t-services@cedefop.europa.eu

Fax: +30 2310490028

Internet address(es):

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

Address of the buyer profile: <http://www.cedefop.europa.eu>

Further information can be obtained from: The above mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from: The above mentioned contact point(s)

Tenders or requests to participate must be sent to: The above mentioned contact point(s)

I.2) Type of the contracting authority

European institution/agency or international organisation

I.3) Main activity

Education

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:

Building management system (BMS) — delivery, installation and supporting services.

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

Supplies

Main site or location of works, place of delivery or of performance: Cedefop's premises.

NUTS code GR122

II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)

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 months: 48

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

Cedefop intends to revamp, upgrade and eventually replace partly or wholly components of its building management system (BMS). The upgrade will include new controlled points and energy management. In addition, Cedefop will require preventive and corrective maintenance including relevant updates of the software and on demand technical assistance of all the installed equipment and software.

II.1.6) Common procurement vocabulary (CPV)

72212482, 51200000, 30230000

II.1.7) Information about Government Procurement Agreement (GPA)

The contract is covered by the Government Procurement Agreement (GPA): 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) Quantity or scope of the contract

II.2.1) Total quantity or scope:

The estimated budget for the required revamping, upgrading and eventually replacing partly or wholly components of its building management system (BMS), expanding to include new controlled points, energy management and maintenance services including relevant updates of the software described in this call for tenders is of the order of 120 000 EUR (without VAT).

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 relating to the contract

III.1.1) Deposits and guarantees required:

Not applicable.

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

Cedefop shall make payments to the contractor as follows:

— for all order forms issued for phase 1 and phase 2, as described in Annex 4 of the tender documents, and upon signature of each order form: pre-financing of 20 % of the price of the order form and payment of the balance 80 % upon completion of all tasks per order form,

— for all order forms issued for preventive and corrective maintenance, including relevant updates of the software, payments will be done every 3 months but only upon completion of the services (incl. spare parts, if any).

For further details please refer to the Article I.4 of the draft contract (Annex B to the tender documents).

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

Tenderers may choose between submitting a joint offer as a consortium/grouping or by introducing a bid as a single tenderer, in both cases with the possibility of having 1 or several subcontractors. Whichever type of bid is chosen, the tender must stipulate the legal status and role of each legal entity in the tender proposed.

For more information please refer to the tender documents.

III.1.4) Other particular conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Subcontracting is allowed and is defined as the situation where a contract has been or is to be established between Cedefop and a contractor and where the contractor, in order to carry out that contract, enters into legal commitments with other entities for performing part of the service. If awarded, the contract will be signed by the selected tenderer (the contractor), who will be vis-à-vis Cedefop the only contracting party responsible for the performance of this contract. Cedefop has no direct legal commitment with the subcontractor(s).

For more information please refer to the tender documents.

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 the requirements are met: Tenderers must meet the exclusion and selection criteria and have the legal position to allow them to participate in this tendering procedure.

Participation to this tender is only open to tenderers who are in a position to subscribe in full to the declaration on exclusion criteria and absence of conflict of interest in Annex C of the tender documents.

For more information please refer to the tender documents.

III.2.2) Economic and financial ability

Information and formalities necessary for evaluating if the requirements are met: The tenderer must be in a stable financial position and have the economic and financial capacity to perform the contract.

Minimum level(s) of standards possibly required: Requirement:

The average annual turnover of the tenderer for the last 3 financial years concerning the type of services covered in this call for tenders should be at least 250 000 EUR.

Proof of economic and financial capacity must be furnished by the following document:

Signed statement (please fill in and sign your statement in questionnaire 2 — Annex G of the tender documents) of the tenderer's turnover concerning the type of services covered in this call for tenders during each of the last 3 financial years.

In the case of a consortium (grouping) or subcontracting each member of the consortium and all subcontractors (in line with points 4.1 or 4.2 of the tender documents) must provide the required statement for the economic and financial capacity (questionnaire 2 — Annex G of the tender documents), but the assessment of whether the minimum requirement is met will bear on the consortium as a whole or the tenderer together with his subcontractors.

In the event of recommendation for contract award the winning tenderer (single tenderer or in the case of a consortium (grouping) each member of the consortium) will be requested to prove the above by submitting

audited financial statements (audited profit and loss account/statement or equivalent) if these are foreseen by the respective national legislation. Should total subcontracting exceed 40 % of the work by value, Cedefop reserves the right to request audited financial statements also from the subcontractors.

If, for some exceptional reason the tenderer is unable to provide one or other of the above documents, he is required to justify the non-provision and may prove his economic and financial capacity by any other document which Cedefop considers appropriate. Cedefop reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:

The tenderers are required to have sufficient technical and professional capacity to perform the contract.

Minimum level(s) of standards possibly required:

Requirements for the tenderer:

- be enrolled in the relevant professional register,
- have adequate structure and resources (trained and certified technical staff) to perform the services as described in the technical specifications,
- have a minimum of 3 years' experience in implementing contracts related to the subject of this call for tenders,
- have in place and operate a, relevant to the subject of the contract, quality management system.

Requirements for the tenderer's team of specialists:

- the tenderer's specialists (minimum 2), who will be proposed to supervise/implement the contract, must have the relevant profiles, knowledge and experience for the successful implementation of the contract, namely:
 - university degree in one of the following fields (electrical/mechanical/IT engineering),
 - minimum 5 years' experience in BMS systems obtained after the university degree,
 - very good communication skills (spoken and written) in English (linguistic ability to communicate and draft to a high standard in English (Level C1 as determined in 'Language levels of the Common European Framework of Reference (CEF)').

Proofs/evidences of technical and professional capacity:

The following documents or information must be presented by the tenderer to prove his technical and professional capacity to perform the proposed contract:

- copy of an official document for enrolment in the relevant professional register, as prescribed by the laws of the Member State, where the tenderer is established,
- detailed company profile demonstrating the ability to implement projects/contracts similar to those described in this call for tenders,
- list of at least 3 contracts performed in the past 3 years similar to the scope, size and nature as those required in this call for tenders, describing the subjects, the amounts, the dates, the percentage performed by the tenderer, and the contracting authorities (Annex G — questionnaire 3 of the tender documents),
- copy of the relevant valid certification (ISO 9001:2000 or equivalent) of the quality management system,
- the detailed CVs of the specialists (minimum 2) who will be proposed to supervise/implement the contract, and who must have the qualifications stated above. The CVs must clearly indicate the experience and the level of linguistic ability in English.

In the case of a consortium or subcontracting, the consortium or the tenderer with all subcontractors together have to provide evidence of technical and professional capacity as a whole (please see also 4.1 and/or 4.2 of the tender documents).

III.2.4) **Information about reserved contracts**

The contract is restricted to sheltered workshops

III.3) Conditions specific to services contracts

III.3.1) Information about a particular profession

III.3.2) Staff responsible for the execution of the service

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) 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:

AO/RES/ASAIN/BMS/009/13.

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

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

5.8.2013

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

Any EU official language

IV.3.7) Minimum time frame during which the tenderer must maintain the tender

until: 5.2.2014

IV.3.8) Conditions for opening of tenders

Date: 19.8.2013 - 11:00

Place:

Cedefop's premises.

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

Additional information about authorised persons and opening procedure: Each tenderer may be represented at the opening of tenders by 1 person. The name of the person attending the opening must be notified in writing by fax (fax +30 2310490028) or by e-mail (c4tservices@cedefop.europa.eu) at least 2 working days prior to the opening session.

Section VI: Complementary information

VI.1) Information about recurrence

VI.2) Information about European Union funds

VI.3) **Additional information**

The tender documents will be available on Cedefop's website: <http://www.cedefop.europa.eu/EN/working-withus/public-procurement.aspx>

Cedefop's website will be updated regularly, therefore tenderers must ensure that they visit regularly the site for updates up to the closing date for receipt of tenders.

VI.4) **Procedures for appeal**

VI.4.1) **Body responsible for appeal procedures**

General Court

rue du Fort Niedergrünwald

2925

LUXEMBOURG

E-mail: cfi.registry@curia.europa.eu

Telephone: +352 4303-1

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

Fax: +352 4303-2100

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

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

Same as in point VI.4.1

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

28.5.2013