

**GR-Thessaloniki: security and reception services**

**2008/S 43-058870**

**Contract award notice**

**Services**

**Section I: Contracting authority**

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

Cedefop — European Centre for the Development of Vocational Training, attn: Mr George Paraskevaïdis, 123, Europe Street, P.O. Box 22427, GR-55102 Thessaloniki. Contact: Ms Dimitra Eleftheroudi. Fax (30-2310) 49 00 28. E-mail: [c4t-services@cedefop.europa.eu](mailto:c4t-services@cedefop.europa.eu).

**Internet address(es):**

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

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

**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:**

Security and reception services.

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

Services.

Service category No 23.

In case of contract for service categories 17 to 27, do you agree to the publication of this notice? Yes.

Main place of performance:

Cedefop's premises.

NUTS code GR122.

**II.1.3) The notice involves:**

The conclusion of a framework agreement.

**II.1.4) Short description of the contract or purchase(s):**

Cedefop aims to acquire guard services for the security of its premises against fire, theft, vandalism and illegal entry. Additionally, the security company's specialised multi-lingual personnel will assist at the reception desk. In more detail, the services to be acquired under this framework contract are:

1: security services for Cedefop's premises in Thessaloniki, based on a pre-defined 24 hours/7 days schedule.

These services will be provided by the contractor's appropriately trained personnel;

2: reception desk assistant services;

3: guard supervision patrol services.

**II.1.5) Common procurement vocabulary (CPV):**

74610000, 74872000.

**II.1.6) Contract covered by the Government Procurement Agreement (GPA):**

Yes.

- II.2) **Total final value of contract(s):**  
EUR 490 000, excluding VAT.

**Section IV: Procedure**

- IV.1) **Type of procedure:**  
Open.

- IV.2) **Award criteria**

- IV.2.1) **Award criteria:**

The most economically advantageous tender in terms of:

1. provide a complete description of the security guard rotation shift scheme implementation and supervisor/guard control patrol number of on site regular inspections per day, taking into account technical specifications descriptions of §2.11.1 and §2.5.3 of the tender documents; weighting: 20;
2. capability of assigning additional personnel in case of emergency or major events situations as described in §2.10 of the tender documents. Describe your staff reserve policy; weighting: 10;
3. capability of replacement of incompetent staff (guards/reception assistants), or provision of additional guards upon request (provide detailed procedure description, timetables of duty response); weighting: 5;
4. provide a complete description of the training programme that is going to be performed by all assigned to the project security guards according to technical specifications §2.8 of the tender documents, stating clearly the organisation or experienced personnel providing the training course, the training hours etc.; weighting: 15;
5. provide a complete description of the means offered to the assigned security guards to ensure proper accomplishment of the tasks taking into account technical specifications §2.6, and bullets 5 and 7 of §2.3 of the tender documents; weighting: 5;
6. provide a complete description of the means offered to the supervisor/guard control patrol located off-site, to ensure quality of service taking into account technical specifications §2.5.3, and bullets 5 and 7 of §2.3 of the tender documents; weighting: 5;
7. provide a complete description of your recruitment methodology for security guards, reception assistants and supervisors by which you minimize the possibility of inappropriate behaviour (see §2.13 of the tender documents); weighting: 15;
8. describe your company's business continuity planning, procedures and the means provided to the staff by which you ensure seamless service provision under all possible situations (except those covered under force majeure conditions) (see §2.16 of the tender documents); weighting: 15;
9. tenderers are requested to declare the amount of the public liability insurance contract to be offered above the minimum requested as specified in §2.15 of the tender documents; weighting: 10;
10. price.

- IV.2.2) **An electronic auction was used:**  
No.

- IV.3) **Administrative information**

- IV.3.1) **File reference number attributed by the contracting authority:**  
AO/E/ICTF/SecurityGuardServices/016/07.

- IV.3.2) **Previous publication(s) concerning the same contract:**  
Prior information notice number in OJ: [2007/S 71-86419](#) of 12.4.2007.  
Contract notice number in OJ: [2007/S 204-247338](#) of 23.10.2007.

**Section V: Award of contract**

Contract No 2008/FWC1/AO/E/ICTF/SecurityGuardServices/016/07

Title: 'Security and reception services'

- V.1) **Date of contract award:**  
1.2.2008.
- V.2) **Number of offers received:**  
4.
- V.3) **Name and address of economic operator to whom the contract has been awarded:**  
Aspis Security Private Enterprise of Security Services S.A., Lachanagoras 12, GR-54628 Thessaloniki. Tel. (30-2310) 75 48 82. Fax (30-2310) 75 48 85. E-mail: info@aspissecurity.gr. URL: [www.aspissecurity.gr](http://www.aspissecurity.gr).
- V.4) **Information on value of contract:**  
Total final value of the contract: EUR 490 000, excluding VAT.  
If annual or monthly value: 48 months.

**Section VI: Complementary information**

- VI.1) **Contract related to a project and/or programme financed by Community funds:**  
No.
- VI.3) **Procedures for appeal**
- VI.3.1) **Body responsible for appeal procedures:**  
Court of First Instance of the European Communities, boulevard Konrad Adenauer, L-2925 Luxembourg. Tel. (352) 43 03-1. Fax (352) 43 37 66. E-mail: CFI.Registry@curia.europa.eu.
- Body responsible for mediation procedures:**  
The European Ombudsman, 1, avenue du Président Robert Schuman BP 403, F-67001 Strasbourg Cedex. Tel. (33) 388 17 23 13. Fax (33) 388 17 90 62.
- VI.4) **Date of dispatch of this notice:**  
18.2.2008.