

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:137165-2010:TEXT:EN:HTML>

GR-Heraklion: provision of media outreach, monitoring and compilation services

2010/S 92-137165

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

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

European Network and Information Security Agency
PO Box 1309
Contact: Procurement Officer
710 01 Heraklion
GREECE
Tel. +30 2810391280
E-mail: procurement@enisa.europa.eu
Fax +30 2810391410

Internet address(es)

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

Further information can be obtained at: As in above-mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s)

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
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

Provision of media outreach, monitoring and compilation services.

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

Services

Service category: No 26

Main place of performance at contractor's own premises.

NUTS code GR431

II.1.3) The notice involves

A public contract

II.1.4) Information on framework agreement

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

The objective is to increase the Agency's visibility and impact through better communications with media. ENISA will do this by undertaking a focused effort of enhancing 'Quality-in-relations' with media, across a number of key, pilot Member States, through acquiring external support services in media relations by the contractor acting

as the 'Media outreach focal point' for the agency, and providing additional supporting media monitoring and analysis services.

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

92400000, 92312211, 79416000

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 contract will be for an initial period of 1 year and may be renewed tacitly for a further 2 periods of 1 year each for a total maximum period of 3 years.

Excluding VAT 180 000 EUR

II.2.2) **Options**

No

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION**

Duration in months: 36 (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 tender documentation.

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

As stated in the tender documentation.

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

As stated in the tender documentation.

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: as stated in the tender documentation.

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

Information and formalities necessary for evaluating if requirements are met: as stated in the tender documentation.

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if requirements are met: as stated in the tender documentation.

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.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**

ENISA P/07/10/SPA.

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

No

IV.3.3) **Conditions for obtaining specifications and additional documents**

Time limit for receipt of requests for documents or for accessing documents 10.6.2010

Payable documents No

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

16.6.2010 - 17:00

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**

English.

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: 24.6.2010 - 10:00

Place

ENISA, Science and Technology Park of Crete, Vassilika Vouton, 700 13 Heraklion, GREECE.

Persons authorised to be present at the opening of tenders Yes

1 representative of each tendering party. Tenderers wishing to attend must send a fax or e-mail at least 48 hours prior to the opening session.

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

VI.4) PROCEDURES FOR APPEAL

VI.4.1) Body responsible for appeal procedures

VI.4.2) Lodging of appeals

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

VI.5) DATE OF DISPATCH OF THIS NOTICE:

30.4.2010