

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:387043-2010:TEXT:EN:HTML>

GR-Heraklion: provision of medical advisory services to ENISA's staff

2010/S 252-387043

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 medical advisory services to ENISA's staff.

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

Services

Service category: No 25

Main place of performance at ENISA's premises.

NUTS code GR431

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 cost excluding VAT 120 000 EUR

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

The European Network and Information Security Agency (ENISA) seeks the services of a qualified medical adviser to make available medical services to ENISA's staff in line with the staff regulations of officials of the European Union and conditions of other servants of the European Union. The medical adviser shall interact with the management and the staff of the agency on medical matters related to the agency's activities and statutory requirements, advise the agency in the medical domain and act as interface with the local medical environment (specialists and medical centres).

II.1.6) Common procurement vocabulary (CPV)

85120000

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

The medical advisor shall provide the requested medical services twice a week for up to 4 hours per week and for a total of up to 16 hours per month excluding public holidays. An alternate medical advisor (locum) should always be made available in case of absence of the main medical advisor in order to respect the agreed schedule of visits in the Agency's premises. If required and agreed by both parties, the number of delivered hours of medical services can be increased or working hours can be amended. Other ad hoc services shall be ordered as required.

Excluding VAT 120 000 EUR

II.2.2) Options

No

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

Duration in days 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 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**

Yes

Registration with a medical board of a Member State.

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/36/10/ADM.

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 29.1.2011

Payable documents No

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

4.2.2011 - 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): 9 (from the date stated for receipt of tender)

IV.3.8) **Conditions for opening tenders**

Date: 15.2.2011 - 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 email 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**

General Court of the European Union

rue du Fort Niedergrünwald

2925 Luxembourg

LUXEMBOURG

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

Tel. +352 4303-1

Body responsible for mediation procedures

The European Ombudsman

1 avenue du Président Robert Schuman, PO Box 403

67001 Strasbourg

FRANCE

E-mail: euro-ombudsman@europarl.europa.eu

Tel. +33 388172313

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:**

17.12.2010