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**GR-Heraklion: Provision of security guard services  
2013/S 116-196912**

**Contract notice**

**Services**

Directive 2004/18/EC

**Section I: Contracting authority**

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

European Network and Information Security Agency  
PO Box 1309  
For the attention of: Procurement Officer  
710 01 Heraklion  
GREECE  
Telephone: +30 2810391280  
E-mail: [procurement@enisa.europa.eu](mailto:procurement@enisa.europa.eu)  
Fax: +30 2810391410

**Internet address(es):**

General address of the contracting authority: <http://www.enisa.europa.eu>  
Electronic access to information: <http://www.enisa.europa.eu/procurement>

**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**

Other: Network information security.

**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:**

Provision of security guard services.

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

Services

Service category No 23: Investigation and security services, except armoured car services

Main site or location of works, place of delivery or of performance: At the Agency's premises in Heraklion, Crete and Marousi Attiki, Greece.

NUTS code GR431,GR300

**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 years: 4

**Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT: 960 000 EUR

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

The objective of the tender is to conclude a framework service contract with a company specialised in the security of persons and of premises which will be entrusted with the surveillance of the premises of the Agency for its 2 locations in:

(a) Heraklion, Crete;

(b) Marousi, Attiki.

The successful company shall commit itself, by means of the personnel employed, to ensuring:

— the control of visitors' access to the premises,

— the surveillance and patrolling of premises in order to prevent any intrusion, damage to property or attack on persons or property,

— the immediate intervention on the spot in the event of an incident,

— the provision of reception desk services,

— the regular submission of reports to the Agency covering these operations and any incidents which occur.

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

79710000, 79713000, 79714000

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:**

2 guarding posts per office are envisaged.

Estimated value excluding VAT: 960 000 EUR

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: 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:**
- III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**
- III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**
- III.1.4) **Other particular conditions**  
The performance of the contract is subject to particular conditions: 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 the requirements are met: As per tender specifications.
- III.2.2) **Economic and financial ability**  
Information and formalities necessary for evaluating if the requirements are met: As per tender specifications.
- III.2.3) **Technical capacity**  
Information and formalities necessary for evaluating if the requirements are met:  
As per tender specifications.
- III.2.4) **Information about reserved contracts**
- III.3) **Conditions specific to services contracts**
- III.3.1) **Information about a particular profession**  
Execution of the service is reserved to a particular profession: no
- III.3.2) **Staff responsible for the execution of the service**  
Legal persons 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**  
Restricted
- 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:**  
ENISA F.TCI.13.12.
- IV.3.2) **Previous publication(s) concerning the same contract**  
no
- IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document**
- IV.3.4) **Time limit for receipt of tenders or requests to participate**

17.7.2013 - 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**  
Any EU official language

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

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

**Section VI: Complementary information**

VI.1) **Information about recurrence**

This is a recurrent procurement: no

VI.2) **Information about European Union funds**

The contract is related to a project and/or programme financed by European Union funds: no

VI.3) **Additional information**

The call for expressions of interest documents can be downloaded from the Agency website's procurement page.

VI.4) **Procedures for appeal**

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

Court of Justice of the European Union  
boulevard Konrad Adenauer, Kirchberg  
2925 Luxembourg  
LUXEMBOURG

E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)

Telephone: +352 4303-1

Fax: +352 4303-2600

**Body responsible for mediation procedures**

The European Ombudsman  
1 av. du Président Robert Schuman, CS 30403  
67001 Strasbourg  
FRANCE

E-mail: [eo@ombudsman.europa.eu](mailto:eo@ombudsman.europa.eu)

Telephone: +33 388172313

Internet address: <http://www.ombudsman.europa.eu>

Fax: +33 388179062

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:**

6.6.2013