

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:155765-2010:TEXT:EN:HTML>

GR-Heraklion: provision of security guard services

2010/S 103-155765

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 security guard services.

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

Services

Service category: No 23

Main place of performance At Agency's premises in Heraklion and Markopoulou, Greece.

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 400 000 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: the main offices of the Agency;

(b) Markopoulou, Attiki (vicinity of Eleftherios Venizelos airport): the Agency has additional office space which is used for meetings and events.

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 surveillance and patrolling of premises considered useful by the Agency, upon request by the Agency,

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

— the physical safety of the personnel of the Agency and visitors within the Agency premises,

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

II.1.6) Common procurement vocabulary (CPV)

79710000, 79713000, 79714000

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

(a) Heraklion, Crete: the main offices of the Agency are located here. Guarding services are required to be supplied 24/7 — 365 days per year.

(b) Markopoulou, Attiki (vicinity of Eleftherios Venizelos airport): the Agency has additional office space which is used for meetings and events. Guarding services will only be required to be supplied whenever meetings or events are scheduled.

II.2.2) Options

No

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

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 call for expressions of interest documentation available on request by e-mail, fax or from the ENISA website.
- III.2.2) **Economic and financial capacity**
Information and formalities necessary for evaluating if requirements are met: As stated in the call for expressions of interest documentation available on request by e-mail, fax or from the ENISA website.
- III.2.3) **Technical capacity**
Information and formalities necessary for evaluating if requirements are met:
As stated in the call for expressions of interest documentation available on request by e-mail, fax or from the ENISA website.
- 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**
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) **An electronic auction will be used**
No
- IV.3) **ADMINISTRATIVE INFORMATION**
- IV.3.1) **File reference number attributed by the contracting authority**
ENISA P/10/10/TCD.
- 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 21.6.2010 - 17:00
Payable documents No

- IV.3.4) **Time-limit for receipt of tenders or requests to participate**
24.6.2010 - 17:00
- IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**
15.7.2010
- 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**
- IV.3.8) **Conditions for opening tenders**

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**
Interested companies may request the call for expressions of interest documentation which is available by:
e-mail: procurement@enisa.europa.eu
Fax +30 2810391410
or from the ENISA website: <http://www.enisa.europa.eu>
- 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:**
19.5.2010