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ECB - Occupational Safety and Health services (D-Frankfurt-on-Main)

2010/S 70-104102

Contract notice

Section I: Contracting authority

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

European Central Bank, attention: Mr Ezequiel Gomez, Kaiserstraße 29, 60311Frankfurt-on-Main, GERMANY.
Tel. +49 691344-0. Fax +49 691344-7110. E-mail: procurement@ecb.europa.eu

Internet address(es):

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

Further information can be obtained at:

As in abovementioned contact point(s).

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at:

As in abovementioned contact point(s).

Tenders or requests to participate must be sent to:

As in abovementioned 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:

Occupational safety and health services.

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: ECB, Frankfurt-on-Main, GERMANY.

NUTS code: DE712.

II.1.3) The notice involves:

A public contract.

II.1.4) Information on framework agreement:

Duration of the framework agreement:

Duration in years: 4, with an option for an extension for up to 2 additional years.

Justification for a framework agreement the duration of which exceeds 4 years:

An option for duration longer than 4 years is needed due to the sensitivity of the requested medical services.

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

The ECB is seeking through this open tender procedure a supplier for the provision of medical services with regard to occupational safety and health and intends to award a contract to the supplier offering the best value for money. The main categories of the services to be provided are the following:

1. occupational health, in particular workplace inspections, assessment of ergonomic equipment, assessment of workplace-related injuries and sicknesses and risks;
2. medical assistance in the sick leave and disability procedure, in particular reintegration procedure and adaptation of workplace;
3. medical assistance in the occupational disease procedure, in particular assessment of working environment, individual working habits and participation in medical committees;
4. medical assistance with regard to contractual requirements, in particular medical examination upon staff member appointment to start working at the ECB and evaluation of accident notification reports by ECB staff members;
5. administrative assistance, in particular maintenance of files, documentation and storage of medicines/ equipment.

Services will be provided, in collaboration with 2 ECB qualified nurses, on-site at the medical centre on the ECB premises in Frankfurt-on-Main. Appropriate office and medical equipment will be provided by the ECB.

The ECB is seeking through a separate open tender procedure, conducted in parallel to this procedure, a supplier for the provision of examining medical services. While bidders may choose to tender for both services, the ECB will not award the 2 contracts to the same supplier for policy reasons.

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

85000000, 85100000, 85120000, 85140000.

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:**

Yes.

II.2) **Quantity or scope of the contract**

II.2.1) **Total quantity or scope:**

A minimum of 2 periods of 90 minutes per week is required. Bidders may, upon assessing the detailed services outlined in the specification, propose and fully substantiate a different (higher) estimation of the weekly hours they consider appropriate to provide the requested services.

II.2.2) **Options:**

No.

Number of possible renewals: 2 of a duration of 1 year each.

II.3) **Duration of the contract or time limit for completion:**

Duration in months: 48 + 24 (optional extension of up to 2 years) (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:**

No deposit is required.

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

Method of payment will be in accordance with the terms and conditions of the contract.

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

The establishment of a temporary grouping of companies is allowed. In the application, all the members of the temporary grouping must declare in writing that:

- (i) they will perform the services as a temporary grouping; and
- (ii) all the members will have joint and several liability for the performance of the services;
- (iii) a single legal entity shall represent the whole grouping.

The parts of the services that will be performed by the individual members of the grouping shall be specified.

III.1.4) Other particular conditions to which the performance of the contract is subject

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:

Tenderers must demonstrate that they fulfil the eligibility criteria set out in Article 24 of ECB Decision on Procurement Rules (ECB/2007/5 and ECB/2009/2) available under <http://www.ecb.europa.eu>

III.2.2) Economic and financial capacity:

Information and formalities necessary for evaluating if requirements are met:

— evidence of the professional risk indemnity insurance and/or third party/civil liability insurance.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met:

Tenderers must provide information that demonstrates that they have:

- appropriate organisation, ability and experience,
- ability to perform the requested services on the ECB premises during the minimum times of presence above indicated,
- licence ('Approbation') or qualification ('Berufserlaubnis') to practise medicine in Germany,
- qualification to perform occupational safety and health services in Germany,
- capacity to perform the requested services in English and German.

III.2.4) Reserved contracts

III.3) Conditions specific to services contracts

III.3.1) Execution of the service is reserved to a particular profession:

Yes.

Reference to the relevant law, regulation or administrative provision:

Medical services must be provided for by professionals with the licence ('Approbation') or qualification ('Berufserlaubnis') to practise medicine in Germany and an additional qualification to perform occupational safety and health services in Germany.

III.3.2) 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:

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.

1. Quality. Weighting: 60 %.

2. Price. Weighting: 40 %.

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:**

12895/H/RCO/2009.

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

No.

IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document:**

The tender documentation, including the detailed requirements, procedural rules and contractual terms and conditions, can be obtained by requesting them by e-mail to the ECB e-mail address procurement@ecb.europa.eu

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

10.5.2010.

Payable documents: no.

IV.3.4) **Time limit for receipt of tenders:**

20.5.2010 (12:00).

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 months: 6 (from the date stated for receipt of tender).

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

Place: tenders shall be opened shortly after the deadline for receipt of tenders has expired, at the address in I.1.

Persons authorised to be present at the opening of tenders:

Members of staff of the ECB only.

Section VI: Complementary information

VI.1) **This is a recurrent procurement:**

Estimated time for further notices to be published:

It is expected that this will be a recurrent procurement, and if required, further notices shall be published prior to the termination of any contract that results from this procurement exercise.

VI.2) **Contract related to a project and/or programme financed by Community funds:**

No.

VI.3) **Additional information:**

The service contract shall be governed by and interpreted under German law.

The ECB reserves the right not to make any award and reserves the right not to accept all or part of any tender unless the tenderer expressly stipulates otherwise in their tender. The ECB reserves the right to disqualify any tenderer who provides information which proves to be incorrect.

The ECB will not be liable for any costs, nor shall it reimburse any expenses or losses that tenderers may incur in connection with the submission of their proposals. Proposals received will not be returned and will remain the property of the ECB.

VI.4) **Procedures for appeal**

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

Procurement Review Body, c/o Legal Advice Team, Kaiserstraße 29, 60311 Frankfurt-on-Main, GERMANY. Tel. +49 691344-0. Fax +49 691344-6886. E-mail: legaladviceteam@ecb.int Internet: <http://www.ecb.int>

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:**

30.3.2010.