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ECB - examining medical services (D-Frankfurt-on-Main)

2010/S 70-104103

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:

Examining medical 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 examining medical services with regard to long-term sick-leave procedures and disability procedures 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. medical assistance in the frequent and/or long-term sick-leave procedure (e.g. home calls/visits, medical examinations, medical clearance, follow-ups, etc.);
2. medical assistance in the disability procedure (e.g. assessment of sick leaves, regular review of disability-pensioned staff members, advice on (partial) reintegration where appropriate, etc.);
3. administrative assistance (maintenance of files, documentation, storage of medicines/equipment, etc.).

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 medical services with regard to occupational safety and health. 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):**

71317200, 71317210, 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 framework agreement.

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 companies shall be specified.

The parts of the supplies and/or services that will be performed by the individual companies 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,
- 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:

Services must be provided by medical professionals with a licence ('Approbation') or qualification ('Berufserlaubnis') to practise medicine 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:**

11023/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 or requests to participate:**

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 contract for services 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.europa.eu Internet: <http://www.ecb.europa.eu>

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.