

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:258100-2016:TEXT:EN:HTML>

**Germany-Frankfurt-on-Main: ECB - Provision of logistic services,
office supplies, toner cartridges and branded merchandise
2016/S 143-258100**

Contract notice

Supplies

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

European Central Bank
Sonnemannstraße 22
Frankfurt-on-Main
60314
Germany
Contact person: Miklos Karoly
E-mail: procurement@ecb.europa.eu
Fax: +49 69/13447110
NUTS code: DE

Internet address(es):

Main address: <http://www.ecb.europa.eu>

I.2) Joint procurement

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at: <http://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

I.4) Type of the contracting authority

European institution/agency or international organisation

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Provision of logistic services, office supplies, toner cartridges and branded merchandise.
Reference number: PRO-002080.

II.1.2) Main CPV code

30000000

II.1.3) Type of contract

Supplies

II.1.4) Short description:

The European Central Bank (ECB) is seeking through this open procedure supplier(s) for the provision of logistic and warehousing services (lot 1), office supplies and toner cartridges (lot 2) and branded merchandise (lot 3). Suppliers may offer for 1, 2 or all 3 lots.

II.1.5) **Estimated total value**

Value excluding VAT: 3 500 000.00 EUR

II.1.6) **Information about lots**

This contract is divided into lots: yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Contracts may be awarded separately for each lot, or if various lots are awarded to a single tenderer, the corresponding contracts may be combined.

II.2) **Description**

II.2.1) **Title:**

Logistic and warehousing services

Lot No: 1

II.2.2) **Additional CPV code(s)**

63122000

63120000

45213221

II.2.3) **Place of performance**

NUTS code: DE7

II.2.4) **Description of the procurement:**

The ECB is seeking a provider to store and to distribute ECB stationary, office equipment, furniture, fixtures and other office items. The estimated size of required storage space is approximately 400–450 m² and has to be located within no more than 300 km of the ECB headquarters (HQ) office, Frankfurt-on-Main. The supplier shall store and maintain goods including the reordering of goods to meet the ECB maximum/minimum stock levels and to ensure that all goods are available without delay. The supplier shall provide a daily delivery of at least 15 single packages or boxes of office supplies and toner cartridges and shall provide a goods return service. The supplier shall also be able to maintain stock and return deliveries of other ECB suppliers/contractors (e.g. toner cartridges, office supplies, ECB branded merchandise, gifts and give-aways etc.) and therefore be able to interface with other ECB suppliers.

Additionally, the ECB may request the service provider to store various non-standard ECB goods and equipment (e.g.: fragile items, glass and construction equipment, architectural models, furniture items, etc.). Due to the characteristics of these goods, the handling might require special equipment and machinery.

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

Value excluding VAT: 250 000.00 EUR

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

The contract may be extended after the initial period of 3 years by another year. The total contract duration shall be limited to 48 months.

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

II.2.13) **Information about European Union funds**

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

II.2.14) **Additional information**

The documentation for this procurement can be downloaded from an Internet platform. If you are interested to participate in the procurement procedure please register via the Internet platform using the following Internet address, user name and password:

Internet address: <https://www.ecb.europa.eu/secure/procurement/>

User name: 002080/A/ADS/2016

Password: 93D0C9.

II.2) **Description**

II.2.1) **Title:**

Office supplies and toner cartridges

Lot No: 2

II.2.2) **Additional CPV code(s)**

30192000

30197000

30190000

30191000

30125100

II.2.3) **Place of performance**

NUTS code: DE7

II.2.4) **Description of the procurement:**

The ECB is seeking a contractor for the purchase of general office supplies and stationery, including toner cartridges for the ECB premises, currently serving approximately 3 200 staff members. Additionally, the contractor shall provide similar goods for the European School of Frankfurt under the same contract.

The ECB and the ESF are looking for a flexible provider of office supplies with a wide range of products (e.g. pens, files, writing pads, paper clips, electronic office equipment, label printers, P-touch, shredders, staplers, electronic date stamps, adding machines, meeting equipment: whiteboards, yearly planners, etc.).

The requirements also include office supplies with or without their own logo (e.g.: pens, pencils, mouse pads, erasers, etc.) and stamps with individual text and graphic design (e.g. data stamps, division stamps, free text stamps etc.).

Additionally, the ECB and ESF are seeking a variety of original toner cartridges and refills. The successful supplier shall also offer (if available) a selection of environment-friendly alternative products which are certificated with an internationally accepted environmental label (e.g. Blue Angel, etc.) or equivalent.

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

- II.2.6) **Estimated value**
Value excluding VAT: 2 600 000.00 EUR
- II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**
Duration in months: 36
This contract is subject to renewal: yes
Description of renewals:
The contract may be extended after the initial period of 3 years by another year. The total contract duration shall be limited to 48 months.
- II.2.10) **Information about variants**
Variants will be accepted: no
- II.2.11) **Information about options**
Options: no
- II.2.12) **Information about electronic catalogues**
- II.2.13) **Information about European Union funds**
The procurement is related to a project and/or programme financed by European Union funds: no
- II.2.14) **Additional information**
The documentation for this procurement can be downloaded from an Internet platform. If you are interested to participate in the procurement procedure please register via the Internet platform using the following Internet address, user name and password:
Internet address: <https://www.ecb.europa.eu/secure/procurement/>
User name: 002080/A/ADS/2016
Password: 93D0C9.
- II.2) **Description**
- II.2.1) **Title:**
Branded merchandise
Lot No: 3
- II.2.2) **Additional CPV code(s)**
18530000
30190000
30192000
30192700
- II.2.3) **Place of performance**
NUTS code: DE7
- II.2.4) **Description of the procurement:**
The ECB and the European School of Frankfurt (ESF) are seeking a professional and creative supplier, able to offer customised products with the ECB, ESF or other logos and contact details. The requirements shall include a wide range of products e.g. office supplies (pens, rulers, rubbers, USB sticks/cards, etc.), textiles (polo shirts, T-shirts, caps, sports wear, etc.), leisure items (bags, travel bags, key rings, games for children, etc.) The branded merchandise shall be available via an online shop and/or hard copy catalogue.
- II.2.5) **Award criteria**
Price is not the only award criterion and all criteria are stated only in the procurement documents
- II.2.6) **Estimated value**
Value excluding VAT: 600 000.00 EUR

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

The contract may be extended after the initial period of 3 years by another year. The total contract duration shall be limited to 48 months.

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: no

II.2.12) Information about electronic catalogues

II.2.13) Information about European Union funds

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

II.2.14) Additional information

The documentation for this procurement can be downloaded from an Internet platform. If you are interested to participate in the procurement procedure please register via the Internet platform using the following Internet address, user name and password:

Internet address: <https://www.ecb.europa.eu/secure/procurement/>

User name: 002080/A/ADS/2016

Password: 93D0C9.

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.1.5) Information about reserved contracts

III.2) Conditions related to the contract

III.2.2) Contract performance conditions:

Payment arrangements in line with the terms and conditions of the contracts. Please see the details in the tender documentation.

The establishment of a temporary grouping of companies is allowed under the conditions laid down in the tender documentation. Temporary groupings do not need to have a specific legal form but will be jointly and severally liable for all obligations under the contract. Please see the details in the application/tender documentation to be requested from the contact point indicated in Sections I.1 and VI.3.

III.2.3) Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 3

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.1.6) Information about electronic auction

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

IV.2.2) Time limit for receipt of tenders or requests to participate

Date: 09/09/2016

Local time: 18:00

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4) Languages in which tenders or requests to participate may be submitted:

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

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

IV.2.7) Conditions for opening of tenders

Date: 11/09/2016

Local time: 11:00

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about electronic workflows

VI.3) Additional information:

The documentation for this procurement can be downloaded from an Internet platform. If you are interested to participate in the procurement procedure please register via the Internet platform using the following Internet address, user name and password:

Internet address: <https://www.ecb.europa.eu/secure/procurement/>

User name: 002080/A/ADS/2016

Password: 93D0C9

After you have registered an e-mail will be sent to you with a new user name and password. The Internet address will remain the same. Please use the new user name and password to download the application/tender documentation.

However, your mere registration and downloading the documentation does not constitute an application/tender. You must submit your application/tender in hard copy version to the ECB, on time, in the format requested and including the content as further instructed in the application/tender documentation.

Should you experience any problems in accessing the Internet platform for registration and/or downloading the application/tender documentation please do not hesitate to contact the ECB under the following e-mail address: procurement@ecb.europa.eu quoting the procurement number and problem experienced.

The ECB shall endeavour to answer all queries concerning access as quickly as possible but cannot guarantee a minimum response time. The ECB shall not be bound to reply to queries received less than 7 calendar days before the time limit for the submission of tenders.

The tender procedure shall be open on equal terms to all natural or legal persons resident or located in the European Union and to all natural and legal persons resident or located in a country which has ratified the World Trade Organization Agreement on Government Procurement or has concluded with the European Union a bilateral agreement on procurement under the conditions laid down in the said agreements.

The tender procedure is conducted in accordance with ECB Decision 2016/2 laying down the Rules on Procurement (as amended), available on the ECB website at <http://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html>

During the tender procedure tenderers shall not contact any ECB staff members or organisations/persons working for the ECB with regard to this tender procedure other than the person indicated in Section I.1). Tenderers shall also not contact potential competitors unless they intend to form a temporary grouping with them or to involve them as subcontractors. Any violation of this communication rule may lead to the exclusion of the tenderer in question.

VI.4) **Procedures for review**

VI.4.1) **Review body**

Procurement Review Body of the European Central Bank
Sonnemannstraße 22
Frankfurt-on-Main
60314
Germany
Telephone: +49 691344-0
E-mail: legaladviceteam@ecb.int
Fax: +49 691344-6886
Internet address: <http://www.ecb.int>

VI.4.2) **Body responsible for mediation procedures**

The European Ombudsman
1 avenue du Président Robert Schuman, CS 30403
Strasbourg Cedex
67001
France

VI.4.3) **Review procedure**

VI.4.4) **Service from which information about the review procedure may be obtained**

European Central Bank, Central Procurement Division
Sonnemannstraße 22
Frankfurt-on-Main
60314
Germany
Telephone: +49 6913440
Internet address: <http://www.ecb.europa.eu>

VI.5) **Date of dispatch of this notice:**

15/07/2016