

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:189904-2015:TEXT:EN:HTML>

**Finland-Helsinki: Security and reception services
2015/S 105-189904**

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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

European Chemicals Agency (ECHA)
PO Box 400
For the attention of: Jaime Martin-Granizo
FI-00121 Helsinki
FINLAND
Telephone: +358 9686180
E-mail: procurement@echa.europa.eu
Fax: +358 968618931

Internet address(es):

General address of the contracting authority: <http://www.echa.europa.eu>
Address of the buyer profile: <http://echa.europa.eu/web/guest/about-us/procurement>
Electronic access to information: <http://echa.europa.eu/web/guest/about-us/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

General public services

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:

Security and reception 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: ECHA premises, Helsinki, Finland.

NUTS code FI181

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 months: 48

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

Estimated value excluding VAT: 2 800 000 EUR

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

The services to be provided under the contract include the provision of guarding services, alarm response services and reception services.

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

79710000, 79711000, 79713000, 79992000

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:**

Estimated value excluding VAT: 2 800 000 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: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:
in months: 24 (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:**

Not applicable.

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

As described in the specifications (phase 2).

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

As described in the specifications (phase 1).

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 described in the specifications (phase 1).

III.2.2) Economic and financial ability

Information and formalities necessary for evaluating if the requirements are met: 1.1. Sufficient economic and financial capacity to guarantee continuous and satisfactory performance throughout the envisaged lifetime of the contract.

1.2. Minimum annual turnover for the last 3 financial years: 1 800 000 EUR/year.

III.2.3) Technical capacity

Information and formalities necessary for evaluating if the requirements are met:

2.1. Professional capacity: capability to provide the services relevant for the contract:

— the tenderer must be established as a recognised legal entity and be registered in a relevant professional or trade register,

— copy of a valid commercial guarding licence (LYTP 282/2002*).

2.2. Staff capacity: capability of the tenderer to provide a sufficient number of qualified staff for the performance of the tasks under the contract.

The candidate must have on average per year during 2013, 2014 and 2015 a minimum of a total number of 30 guarding staff with relevant education and experience in the provision of commercial guarding services and covering the following profiles as a minimum:

Profiles: security guard (5), receptionist (2), security service supervisor (1) and security service manager (1).

The corresponding number of CVs shall be submitted for all profiles mentioned above and the CV form to be used is available at the following link: <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

• security guard (minimum number of profiles: 5):

education:

— secondary-level education in relevant fields,

— 5-year security guard licence (LYTP 282/2002**),

— use-of-force training (1121/2010, 6h + 5h + 5h),

— security scanning training at least on basic level (KR1),

— first aid training at least on Red Cross level 2;

experience:

— a minimum of 6 years in relevant fields of which a minimum of 3 years' experience is in security services in local area guarding,

— proven experience with the spoken English language (level B2***),

• receptionist (minimum number of profiles: 2):

education:

— secondary-level education in relevant fields,

— 5-year security guard licence (LYTP 282/2002**),

— security scanning training at least on basic level (KR1);

experience:

— a minimum of 3 years in guarding services, of which a minimum of 2 years' experience is related to receptionist work,

— proven experience with the spoken English language (level B2***),

• security service supervisor (minimum number of profiles: 1):

education:

- post-secondary degree in security services or security management, or relevant fields,
 - 5-year security guard licence (LYTP 282/2002**),
 - use-of-force training (1121/2010, 6h + 5h + 5h),
 - security scanning training at least on basic level (KR1),
 - first aid training at least on Red Cross level 2;
- experience:
- a minimum of 4 years in supervising security services, of which a minimum of 3 years' experience is in a relevant international assignment,
 - proven experience with the spoken English language (level B2***),
- security service manager (minimum number of profiles: 1):
- education:
- university degree in security management or in relevant fields,
 - 5-year security guard licence (LYTP 282/2002**);
- experience:
- a minimum of 8 years in security services, of which a minimum of 2 years is at a managerial level,
 - proven experience with the spoken/written English language (level B2***).

2.3. Project capacity: sufficient recent experience in the execution of services similar in scope and volumes to those relevant for this call for tenders.

At the time of submitting their evidence for this restricted procedure, the candidate must have a minimum of 3 years' experience in executing services similar in scope, nature and complexity to the type of services covered by this procedure.

A minimum of 3 contracts, similar in scope, nature and complexity to the type of services covered by this procedure, which were finalised by the candidate during the period 2012–2015 (up to the date for submission of the request to participate), with a minimum value per contract of 600 000 EUR.

Footnotes:

* candidates/successful tenderer shall hold a valid commercial guarding licence according to the applicable legislation mutatis mutandis.

** guarding staff shall hold a valid security guard licence according to the applicable legislation mutatis mutandis.

*** Common European framework of reference for languages.

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:**

ECHA/2015/103.

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

no

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

Payable documents: no

IV.3.4) **Time limit for receipt of tenders or requests to participate**

29.6.2015 - 16:00

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 specifications (phase 1) will be available for download at the address indicated under heading I.1. The website will be updated regularly and it is the candidates' responsibility to check for updates and modifications during the period to submit a request to participate.

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: generalcourt.registry@curia.europa.eu
Telephone: +352 4303-1
Internet address: <http://curia.europa.eu>
Fax: +352 4303-2100

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

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

22.5.2015