

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:84317-2011:TEXT:EN:HTML>

**FI-Helsinki: provision of printed and electronic books, journals and electronic/online resources
2011/S 52-084317**

Ref.: 2011/ECHA/CEI-1

Call for expressions of interest

1. Details of contracting authority:

European Chemicals Agency, Annankatu 18, PO Box 400, FI-00121Helsinki, FINLAND. E-mail: procurement@echa.europa.eu Internet: <http://echa.europa.eu>

2. Purpose:

The purpose of this call for expressions of interest is to establish a list of preselected candidates for the provision of printed and electronic books, journals and electronic/online resources. The list will comprise sub-lists corresponding to each of the fields described in point 4.

Any interested person is hereby invited to submit an application in accordance with the provisions set out below. Applicants are requested to specify for which sub-list(s) they are applying.

Each time ECHA intends to conclude a specific contract related to one of the fields listed in point 4, ECHA will send either to all the candidates on the relevant sub-list or to certain candidates, selected on the basis of appropriate objective and non-discriminatory criteria, an invitation to tender and the technical specifications relating to the contract in question.

Inclusion on the list of preselected candidates does not guarantee in any way that ECHA will invite any candidate to tender for any contract and entails no obligation on ECHA to award a contract.

3. Use of the list:

The list resulting from this notice will be used exclusively for public contracts under Article 7(a) of Directive 2004/18/EC.

4. Description of the fields covered by the call for expressions of interest:

List of fields for which ECHA may send out invitations to tender for the conclusion of contracts for the provision of printed and electronic books, journals and electronic/online resources:

sub-list 1 — printed and electronic books;

sub-list 2 — print and online subscription of journals;

sub-list 3 — e-resources: electronic databases, online reference works, AV materials: CD ROMs, DVDs, maps, kits, etc.

5. Place of provision of supplies:

ECHA's premises at the address indicated under point 1.

6. Period of validity of the list resulting from the call for expressions of interest:

The list of preselected candidates resulting from this call for expressions of interest will be valid for a period of 3 years from the date on which this notice is sent to the Publications Office of the European Union (Publications Office), as indicated in point 12 of this notice.

Applications to be included on this list may be submitted at any time during the period of validity of the list, with the exception of the last 3 months. Applications received during the last 3 months of validity of the list will not be considered.

The first preselection of candidates will start 45 calendar days from the date of dispatch of the call for expressions of interest to the Publications Office. After that ECHA will evaluate newly-received applications every 3 months or in case of any urgent operational need.

All applicants will be informed of the outcome of their application and whether or not they have been included in the list of preselected candidates, in writing, within 30 calendar days of the last evaluation taking place. Unsuccessful applicants will be informed of the grounds for the decision not to include them on the list.

7. **Legal form of applicants:**

No particular legal form is required at this stage. Where a grouping is involved, the criteria in points 8 and 9 will apply both to the grouping as a whole and to its individual members for the exclusion criteria and the parts of the selection criteria which concern the professional competence and economic standing of the company but only to the grouping as a whole for the parts of the selection criteria which concern the technical capacity.

If a contract is awarded to a grouping, the grouping must take on a legal form prior to the signature of the contract if it will act as a sole service provider, or designate one of its members as a group leader to represent the other members. All the members of the grouping must be jointly and severally liable for the execution of any contract awarded to them.

8. **Criteria for inclusion on one or more of the sub-lists**

8.1. **Exclusion criteria:**

Applicants shall be excluded if:

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they have been convicted of an offence concerning their professional conduct by a judgment which has the force of 'res judicata';
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- (d) they have not fulfilled obligations relating to the payment of social security contributions or of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- (e) they have been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the European Union's financial interests;
- (f) following another procurement procedure or grant award procedure financed by the European Union budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations and are currently subject to an administrative penalty.

Applicants must certify in writing that none of these exclusion criteria apply by duly filling out and signing the exclusion criteria form which is downloadable from: http://echa.europa.eu/opportunities/procurement_en.asp ECHA may ask for evidence concerning this information if there is doubt as to whether the candidate to whom a contract is to be awarded is in one of the situations of exclusion.

8.2. **Selection criteria:**

Applicants may submit an application for inclusion on 1 or more of the sub-lists but must clearly state which sub-list(s) they wish to apply for.

Applicants must have sufficient economic and financial capacity and sufficient technical and professional capacity.

All applicants must supply the following information:

— an identification sheet indicating the name, address, telephone number, fax number and e-mail address of the applicant together with the legal status and VAT number. The identification sheet is downloadable from: http://echa.europa.eu/opportunities/procurement_en.asp

— proof of authorisation to be commercially active in the fields involved in this call for expressions of interest (e.g. a copy of the certificate of membership on a professional or trade register).

9. **Arrangements for submitting and presenting applications:**

a) The original application form duly filled in and signed, together with all the mandatory information and supporting documents referred to in point 8, must be placed inside a sealed envelope clearly marked: 'Call for expressions of interest — Provision of printed and electronic books, journals and electronic/online resources — Ref.: 2011/ECHA/CEI-1 — Not to be opened by the internal mail service'.

b) This sealed envelope is then to be placed inside another envelope and sent:

i) either by registered mail; or

ii) by courier service; or

iii) delivered by hand, in person or by an authorised representative,

to the following address: European Chemicals Agency, Corporate Services Unit, attention: the Head of Unit, Annankatu 18, FI-00121 Helsinki, FINLAND.

Opening hours for deliveries: from 8:00 to 16:00 from Monday to Friday, except ECHA's official holidays. The calendar of ECHA's holidays can be found at: http://echa.europa.eu/about/hours_en.asp

c) Applications may be submitted in any of the official languages of the European Union. However, ECHA would prefer to receive all documentation in English.

d) Applications must be duly signed by the applicant, or by a representative of the applicant authorised to sign contracts with third parties.

10. **Other information:**

i) The first invitation to tender for the provision of supplies covered by the list resulting from this call for expressions of interest is likely to be sent out in the first quarter of 2011.

Potential candidates interested in being considered for the invitation to tender are therefore advised to send their application as soon as possible following the publication of this call for expressions of interest.

ii) Questions regarding this call for expressions of interest may be submitted in writing only to the e-mail address indicated under point 1. Questions may be sent to ECHA at any time during the period of validity of this call as specified in point 6, with the exception of the 3 months preceding the end of such period.

iii) The answers to questions and any modification to this call for expressions of interest will be made available electronically on ECHA's website at the following address: http://echa.europa.eu/opportunities/procurement_en.asp

iv) Applicants included on the list of preselected candidates will be asked to provide the following documents, duly filled out and signed:

— Legal Entity Form, available at: http://ec.europa.eu/budget/info_contract/legal_entities_en.htm and

— Financial Identification Form, available at: http://ec.europa.eu/budget/info_contract/ftiers_en.htm

Applicants who so wish may submit these documents already with their application.

v) Please note that it is the responsibility of the preselected candidates to inform ECHA immediately of any changes to their administrative, technical or financial details which would result in a change to their original application.

11. **Date of dispatch of notice:**

2.3.2011.

12. **Date of receipt of notice by the Publications Office of the European Union:**

2.3.2011.

