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**DK-Copenhagen: library supplies and services to the European Environment Agency (EEA) — 3 lots: books; newspapers and periodicals; e-books
2012/S 230-377714**

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

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

European Environment Agency (EEA)
Kongens Nytorv 6
Contact point(s): EEA Procurement Services
For the attention of: Mr Olivier Cornu
1050 Copenhagen K
DENMARK
Telephone: +45 33367246
E-mail: procurement@eea.europa.eu
Fax: +45 33367273

Internet address(es):

General address of the contracting authority: <http://www.eea.europa.eu>
Electronic access to information: <http://www.eea.europa.eu/about-us/tenders>

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

Environment

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:

Library supplies and services to the European Environment Agency (EEA) — 3 lots: books; newspapers and periodicals; e-books.

II.1.2) Type of contract and location of works, place of delivery or of performance

Supplies

Main site or location of works, place of delivery or of performance: At the Agency's premises at Kongens Nytorv 6, 1050 Copenhagen K, DENMARK.

NUTS code DK011

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: 185 000 EUR

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

The library services of the European Environment Agency (EEA) provide information to the staff members of the EEA and offer books, electronic texts, newspapers and journals, and access to information databases. The library is not open to the public. The scope of requested publications ranges from environmental sciences to organisational topics to general interest titles. The library services of the EEA intend to conclude 1 or more framework contract(s) in order to streamline the supply of books, newspapers and periodicals, and e-books for its users. This open call for tenders is divided into 3 lots:

— lot 1: supply of books and related services,

— lot 2: supply of newspapers and periodicals and related services,

— lot 3: supply of e-books and related services.

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

22100000, 22200000, 79980000

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: yes

Tenders may be submitted for one or more lots

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:**

The total aggregated value of the 3 lots is 185 000 EUR over a maximum period of 48 months.

Estimated value excluding VAT: 185 000 EUR

II.2.2) **Information about options**

Options: no

II.2.3) **Information about renewals**

This contract is subject to renewal: no

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

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Supply of books and related services

1) **Short description**

The EEA library currently contains around 10 000 titles (95 % of them in English), including publications ranging from academic books on a variety of environmental topics to dictionaries and IT books. Academic books include monographs from established international publishers as well as publications from international organisations, such as the United Nations Environment Programme (UNEP), the International Energy Agency (IEA), the International Organisation for Standardisation (ISO), etc. Environmental topics covered are for example: air pollution, climate change and energy, biodiversity and ecosystem functioning, land use and spatial planning, environmental scenarios, inland waters and marine issues, environmental health effects, resource use, sustainable consumption and production, environmental economics as well as EU environmental law and policies, etc.

2) **Common procurement vocabulary (CPV)**

22100000, 22200000, 79980000

3) **Quantity or scope**

The estimated total value of the framework contract for the supply of books and related services is approximately 60 000 EUR over a maximum period of 48 months, starting from the date of signature of the contract.

Estimated value excluding VAT: 60 000 EUR

4) **Indication about different date for duration of contract or starting/completion**

5) **Additional information about lots**

Lot No: 2

Lot title: Supply of newspapers and periodicals and related services

1) **Short description**

At present, the EEA subscribes to approximately 15 newspapers and periodicals, including major European newspapers, EU environmental newsletters, international magazines and scientific periodicals. Both print and online subscriptions are purchased, sometimes in combination.

2) **Common procurement vocabulary (CPV)**

22100000, 22200000, 79980000

3) **Quantity or scope**

The estimated total value of the framework contract for the supply of newspapers and periodicals and related services is approximately 100 000 EUR over a maximum period of 48 months, starting from the date of signature of the contract.

Estimated value excluding VAT: 100 000 EUR

4) **Indication about different date for duration of contract or starting/completion**

5) **Additional information about lots**

Lot No: 3

Lot title: Supply of e-books and related services

1) **Short description**

The EEA library plans to begin purchasing e-books from 2013 for selected users. With changing user behaviour and proven technical solutions, the EEA expects a gradual increase in e-book purchases over the next 4 years. The volume will probably lie between 10 e-books in 2013 and over 100 in 2016. The main topic areas of the e-book will lie in environmental sciences and IT written in English.

2) **Common procurement vocabulary (CPV)**

22100000, 22200000, 79980000

3) **Quantity or scope**

The estimated total value of the framework contract for the supply of e-books and related services is approximately 25 000 EUR over a maximum period of 48 months, starting from the date of signature of the contract.

Estimated value excluding VAT: 25 000 EUR

4) **Indication about different date for duration of contract or starting/completion**

5) **Additional information about lots**

Section III: Legal, economic, financial and technical information

III.1) **Conditions relating to the contract**

III.1.1) **Deposits and guarantees required:**

As specified in the draft framework contract attached as Annex 5 to the tender specifications.

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

As specified in the draft framework contract attached as Annex 5 to the tender specifications.

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

Tenders may be submitted by consortia of economic operators. If a consortium is awarded a contract, it may be required to adopt a given legal form before the contract is signed if this change is necessary for proper performance of the contract. This can take the form of an entity with or without legal personality but offering sufficient protection to the EEA's contractual interests (depending on the member country concerned, this may be for instance, incorporation or partnership or a temporary association). Consortia must identify one of their members as coordinator who will interface with the EEA.

Each member of a consortium must fulfil the conditions for participation specified under Section III.2.1 below.

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: Exclusion criteria — to be eligible for participation in this contract award procedure, tenderers must not be in any of the exclusion situations referred to in Articles 106 and 107 of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25.10.2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002, OJ L 298/1 of 26.10.2012. To that effect, tenderers are requested to submit a declaration on honour (see Annex 2 to the tender specifications) in accordance with Article 134 of Commission Regulation (EC, Euratom) No 2342/2002 of 23.12.2002, OJ L 357/1 of 31.12.2002 as last modified by Commission Regulation (EC, Euratom) No 478/2007 of 23.4.2007, OJ L 111/13 of 28.4.2007. Under the same provision, the tenderer to whom the contract is to be awarded will be required to produce evidence confirming the prior declaration (see Section 10.1.2 of the tender specifications).

Legal capacity — tenderers are required to prove that they are authorised to perform the contract under national law, as evidenced by inclusion in a trade or professional register and/or entry in the VAT register. To that effect, tenderers are required to submit a legal entity form (see Annex 3 to the tender specifications) duly filled out and signed, accompanied by a copy of inscription in the trade register and/or a copy of inscription in the VAT register, where applicable. In addition, tenderers must indicate in which country they have their headquarters, registered office or residence, and provide the necessary supporting documents in accordance with their national law (see Annex 1 to the tender specifications).

III.2.2) **Economic and financial ability**

Information and formalities necessary for evaluating if the requirements are met: Evidence of economic and financial capacity shall be furnished by (one or more of) the following documents:

- appropriate statements from bank or evidence of professional risk indemnity insurance, or
- the presentation of balance sheets or extracts from balance sheets for at least the last 2 years for which accounts have been closed, where publication of the balance sheet is required under the company law of the country in which the economic operator is established, or
- a statement of overall turnover and turnover concerning the services covered by the contract during the last 2 financial years.

If, for some exceptional reason, which the EEA considers justified, a tenderer is unable to provide the reference(s) requested above, he may prove his economic and financial capacity by any other means which the EEA considers appropriate.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the EEA that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal.

III.2.3) **Technical capacity**

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

Tenderers should show their degree of technical and professional capacity to deliver the requested supplies and services by providing information on the criteria described below. If several service providers or subcontractors are involved in the tender, the selection criteria for the technical and professional capacity will be assessed in relation to the combined capacities of the service providers and/or subcontractors, as a whole, to the extent that service providers and/or subcontractors put their resources at the disposal of the tenderer for performance of the contract.

— Past contracts:

Tenderers shall provide details of major contracts awarded to them relevant to the supplies and services required by EEA under the following categories:

- (1) contracts currently undertaken; and
- (2) contracts that have been undertaken over the last 3 years, indicating the value, brief description of service undertaken and recipients of the services (public or private).

— Quality control:

Tenderers shall provide details of any quality assurance accreditation that they hold. If no accreditation is held, tenderers shall provide an outline of any quality assurance policy specifying status of implementation, and details of any quality assurance accreditations for which they have applied.

— Environmental policy:

Tenderers shall provide a description of their environmental policy specifying the status of implementation. In the event of a joint offer submitted by a consortium, each member of the consortium shall provide the requested description.

III.2.4) **Information about reserved contracts**

III.3) **Conditions specific to services contracts**

III.3.1) **Information about a particular profession**

III.3.2) **Staff responsible for the execution of the service**

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
- 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:**
EEA/OSE/12/004.
- IV.3.2) **Previous publication(s) concerning the same contract**
no
- IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document**
- IV.3.4) **Time limit for receipt of tenders or requests to participate**
15.1.2013 - 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**
Duration in months: 6 (from the date stated for receipt of tender)
- IV.3.8) **Conditions for opening tenders**
Date: 22.1.2013 - 10:00
Place:
EEA premises at Kongens Nytorv 6, 1050 Copenhagen K, DENMARK.
Persons authorised to be present at the opening of tenders: yes
Additional information about authorised persons and opening procedure: Representatives of tenderers (1 per tenderer) are allowed to participate in the opening session. They are requested to inform EEA's procurement services in advance and at the latest by 21.1.2013 (14:00) by e-mail at procurement@eea.europa.eu or by fax at number +45 33367273.

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**
All tender documents and any additional information are available for consultation and download from EEA's external website at the following address: <http://www.eea.europa.eu/about-us/tenders>
- VI.4) **Procedures for appeal**
- VI.4.1) **Body responsible for appeal procedures**

General Court
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

Body responsible for mediation procedures

European Ombudsman
1 avenue du Président Robert Schuman
67001 Strasbourg Cedex
FRANCE
E-mail: eo@ombudsman.europa.eu
Telephone: +33 388172313
Internet address: <http://www.ombudsman.europa.eu>
Fax: +33 388179062

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff (date of receipt), or, in the absence thereof, the day on which the person concerned had knowledge of the relevant information, an appeal may be lodged with the General Court; a complaint to the European Ombudsman has no impact on the above deadline for lodging an appeal.

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

General Court
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.5) **Date of dispatch of this notice:**

19.11.2012