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**Greece-Thessaloniki: Annual subscriptions to electronic resources
2017/S 092-181208**

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

Cedefop
Europe Street 123, PO Box 22427
Thessaloniki
551 02
Greece
Contact person: Clotilde Assumel-Lurdin
Telephone: +30 2310490287
E-mail: c4t-services@cedefop.europa.eu
Fax: +30 2310490028
NUTS code: GR122

Internet address(es):

Main address: www.cedefop.europa.eu

I.2) Joint procurement

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.cedefop.europa.eu/about-cedefop/public-procurement>
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

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Annual subscriptions to electronic resources.
Reference number: AO/DCM/MWI-COROM/electronic resources/001/17.

II.1.2) Main CPV code

79980000

II.1.3) Type of contract

Services

II.1.4) Short description:

The main purpose of the framework contract is the purchase of annual subscriptions to electronic resources through a single supplier. The services required include also a discovery service (summon discovery) to support a simultaneous search through all or most of these electronic resources and a single log-in solution (OpenAthens) for all the electronic resources enabling the access to the resources while at home or travelling. The services aim at retrieving information for the use of scientific research, monitoring developments in the policy field at EU and national level in EU countries and citations of Cedefop publications. Access should be granted to the main office in Thessaloniki (Greece), to our office in Brussels and also remotely, for home access or travelling staff.

II.1.5) **Estimated total value**

Value excluding VAT: 200 000.00 EUR

II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

II.2.1) **Title:**

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

II.2.3) **Place of performance**

NUTS code: 00

Main site or place of performance:

The tasks must be completed outside Cedefop in the contractor's premises.

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

Cedefop is looking to subscribe to electronic resources including mainly databases and various related services (e.g. a discovery service and a single log-in service). While the languages covered should include all EU languages, most of the information covered by the electronic resources will be in the English language. The content of the databases will have a special focus on social sciences but can cover also more general themes. The databases will include scientific publications, abstract and citations databases, e-books, journal articles, electronic newspapers, etc.

The target group of these services are the staff members of Cedefop. The potential user group is comprised of approximately 120 staff members and researchers occasionally visiting Cedefop's headquarters in Thessaloniki.

II.2.5) **Award criteria**

Criteria below

Quality criterion - Name: Quality of communication and customer relation / Weighting: 15

Quality criterion - Name: Relevance of the ordering procedure / Weighting: 25

Quality criterion - Name: Access delivery / Weighting: 50

Quality criterion - Name: Transfer of subscriptions from the previous contractor and to the next contractor / Weighting: 10

Price - Weighting: 60/40

II.2.6) **Estimated value**

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

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

The contract shall enter into force on the date of signature of the last contracting party, shall have an initial duration of 1 year and will be automatically renewed up to 3 times, each for an additional period of 1 year, covering a total acquisition period of 4 years (1 + 1 + 1 + 1).

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

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

List and brief description of conditions:

— participation in this tender procedure is only open to tenderers who are in a position to subscribe in full to the 'Declaration on honour on exclusion criteria and selection criteria', given in Annex C of the procurement documents.

All tenderers, all group (consortium) members (if any) and any subcontractor/s (identified as per the 2 bullet points in the fourth paragraph of point 4.2 of the procurement documents) must provide the declaration on honour found in Annex C duly signed and dated,

— tenderers may choose between submitting a joint offer as a consortium/grouping or by introducing a bid as a single tenderer, in both cases with the possibility of having 1 or several subcontractors. Whichever type of bid is chosen, the tender must stipulate the legal status and role of each legal entity in the tender proposed,

— subcontracting is allowed and is defined as the situation where a contract has been or is to be established between Cedefop and a contractor and where the contractor, in order to carry out that contract, enters into legal commitments with other entities for performing part of the service. If awarded, the contract will be signed by the selected tenderer (the contractor), who will be vis-à-vis Cedefop the only contracting party responsible for the performance of this contract. Cedefop has no direct legal commitment with the subcontractor(s).

For more information please refer to the procurement documents.

III.1.2) Economic and financial standing

List and brief description of selection criteria:

Proof of economic and financial capacity must be furnished by the following document:

— signed statement of the tenderer's turnover for the last 3 financial years concerning the type of services similar in nature to those making the subject of this call for tenders.

In case of a consortium (grouping) or subcontracting each member of the consortium and all subcontractors must provide the required statement for the economic and financial capacity, but the assessment of whether the minimum requirement is met will bear on the consortium as a whole or the tenderer together with his subcontractors.

In the event of recommendation for contract award the winning tenderer (single tenderer or in the case of a consortium (grouping) each member of the consortium) will be requested to prove the above by submitting audited financial statements (audited profit and loss account/statement or equivalent) if these are foreseen

by the respective national legislation. Should total subcontracting exceed 40 % of the work by value, Cedefop reserves the right to request audited financial statements also from the subcontractors.

If, for some exceptional reason the winning tenderer (or any consortium member or subcontractor) is unable to provide 1 or other of the above documents, they will be required to justify the non-provision and may prove their economic and financial capacity by any other document which Cedefop considers appropriate. Cedefop reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

Minimum level(s) of standards possibly required:

The tenderer must be in a stable financial position and have the economic and financial capacity to perform the contract.

Requirement:

— the average annual turnover of the tenderer for the last 3 financial years concerning the type of services covered in this call for tenders should be at least 50 000 EUR.

III.1.3) **Technical and professional ability**

List and brief description of selection criteria:

The following documents or information must be presented by the tenderer to prove his technical and professional capacity to perform the proposed contract:

- document for enrolment in the relevant professional register, as prescribed by the laws of the Member State, where the tenderer is established,
- brief company profile to prove the ability, technical know-how, experience and expertise in terms of structure and resources needed for the provision of the required services under this call for tenders,
- list of at least 3 contracts with services provided by the deadline for submission of offers and within the past 3 years, that are similar to the scope and nature as those required in this call for tenders and with total amount of min. 100 000 EUR, describing the contracting authorities, the subjects, the amounts, the dates, the percentage and the specific tasks performed by the tenderer.

In case of consortium or subcontracting, the consortium or the tenderer with all subcontractors together have to provide evidence of technical and professional capacity as a whole.

Minimum level(s) of standards possibly required:

The tenderers are required to have sufficient technical and professional capacity to perform the contract.

Requirements for technical and professional capacity:

- be enrolled in the relevant professional register,
- have adequate structure and resources to perform the services described in the terms of reference,
- have provided services in the past 3 years in execution of at least 3 contracts similar to the scope and nature as those required in this call for tenders, with a combined total value of 100 000 EUR at minimum.

III.1.5) **Information about reserved contracts**

III.2) **Conditions related to the contract**

III.2.1) **Information about a particular profession**

III.2.2) **Contract performance conditions:**

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

Obligation to indicate the names and professional qualifications of the staff assigned to performing 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 a single operator

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: 16/06/2017

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:

Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

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

Tender must be valid until: 16/12/2017

IV.2.7) Conditions for opening of tenders

Date: 29/06/2017

Local time: 11:00

Place:

The opening of tenders will take place at Cedefop.

Information about authorised persons and opening procedure:

Each tenderer may be represented at the opening of tenders by maximum 2 representatives. The names of the persons attending the opening must be notified in writing by fax (fax No +30 2310 490 028) or by e-mail (C4T-services@cedefop.europa.eu) at least 3 working days prior to the opening session. Failing that, Cedefop reserves the right to refuse access to its premises.

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 procurement documents will be available on Cedefop's website: <http://www.cedefop.europa.eu/about-cedefop/public-procurement>

Cedefop's website will be updated regularly, therefore tenderers must ensure that they regularly visit the site for updates up to the closing date for receipt of tenders.

VI.4) Procedures for review

VI.4.1) Review body

General Court

rue du Fort Niedergrünwald

Luxembourg

2925

Luxembourg

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

VI.4.3) **Review procedure**

Precise information on deadline(s) for review procedures:

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

General Court

Luxembourg

Luxembourg

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

03/05/2017