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**CD-Kinshasa: guard services, cleaning and cash in transit  
2011/S 149-246831**

**Location: Central Africa — Democratic Republic of the Congo**

**Service procurement notice**

Common procurement vocabulary (CPV):

Main object:

79713000 Guard services

1. **Publication reference:**

EuropeAid/131625/D/SER/CD.

Internet address(es): [https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?](https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome&nbPubliList=15&orderby=upd&orderbyad=Desc&searchtype=RS&aofr=000001)

[do=publi.welcome&nbPubliList=15&orderby=upd&orderbyad=Desc&searchtype=RS&aofr=000001](https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome&nbPubliList=15&orderby=upd&orderbyad=Desc&searchtype=RS&aofr=000001)

General address of the contracting authority: <http://www.eupol-rdc.eu>

2. **Procedure:**

Restricted.

3. **Programme:**

Other: CSDP Mission (awaiting the renewal of the mandate and approval of the budget).

4. **Financing:**

Budget line.

5. **Contracting authority:**

'EUPOL RD Congo' Mission, Kinshasa, DEMOCRATIC REPUBLIC OF THE CONGO.

6. **Nature of contract:**

Global price.

7. **Contract description:**

The aim of the contract is to provide the following services for the EUPOL RD Congo Mission:

- guard services for Mission headquarters in Kinshasa,
- guard services for residences of Mission members in Kinshasa,
- guard services for the mooring site for Mission boats in Kinshasa,
- guard services for the Goma office,
- provision of a receptionist for Mission headquarters in Kinshasa,
- provision of a receptionist for the Goma office,
- provision of sailors and helmsmen for Mission boats in Kinshasa,
- cleaning services for Mission headquarters in Kinshasa,
- cleaning services for the Goma office,
- cash-in-transit services in Kinshasa.

This contract is subject to the Council of the European Union adopting a decision to renew the EUPOL RD Congo Mission's mandate and to the approval of its budget for the duration of this potential new mandate.

8. **Numbers and titles of lots:**

The contract is divided into lots: no, 1 lot only.

9. **Budget:**

Maximum budget: 285 000 EUR.

10. **Scope for additional services:**

The contracting authority may, at its own discretion, extend the project in duration and/or scope, subject to the availability of funding, up to a maximum not exceeding the length and value of the initial contract. Any extension of the contract would be subject to satisfactory performance by the contractor.

**Conditions of participation**

11. **Eligibility:**

Not applicable.

12. **Candidature:**

All eligible natural and legal persons (as per item 11 above) or groupings of such persons (consortia) may apply. A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the contracting authority.

The participation of an ineligible natural or legal person (as per item 11) will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

13. **Number of applications:**

No more than 1 application can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting an application). In the event that a natural or legal person submits more than 1 application, all applications in which that person has participated will be excluded.

14. **Shortlist alliances prohibited:**

Any tenders received from tenderers having a different composition than the ones on the application forms will be excluded from this restricted tender procedure, unless prior approval from the contracting authority has been obtained — see PRAG 2.4.3. Shortlisted candidates may not form alliances or subcontract to each other for the contract in question.

15. **Grounds for exclusion:**

As part of the application form, candidates must submit a signed declaration, included in the standard application form, to the effect that they are not in any of the exclusion situations listed in Section 2.3.3 of the Practical Guide to contract procedures for EU external actions.

16. **Subcontracting:**

Subcontracting is not allowed.

17. **Number of candidates to be shortlisted:**

On the basis of the applications received, at least 4 and at most 8 candidates will be invited to submit detailed tenders for this contract. If the number of eligible candidates meeting the selection criteria is less than the minimum of 4, the contracting authority may invite the candidates who satisfy the criteria to submit a tender.

**Provisional timetable**

18. **Provisional date of invitation to tender:**

19.9.2011.

19. **Provisional commencement date of the contract:**

1.11.2011.

20. **Initial period of implementation of tasks:**

Duration in months: 11 (from the award of the contract).

### **Selection and award criteria**

21. **Selection criteria:**

Same criteria for legal and natural person.

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole.

1) Economic and financial capacity of candidate:

in case of applicant being a public body equivalent information should be provided:

1. the average annual turnover of the candidate must exceed the annualised maximum budget of the contract (i.e., the maximum budget stated in the procurement notice divided by the initial contract duration in years, where this exceeds 1 year).

2) Professional capacity of candidate:

1. the candidate must be in possession of a valid operating permit ('permis d'exploitation'), issued by the Ministry of the Interior and Security of the DRC;

2. at least 60 % of staff currently work for the candidate in fields related to this contract.

3) Technical capacity of candidate:

1. the candidate must have been assessed positively and objectively, over the past 3 years, for at least 1 project with a budget at least equivalent to that of this contract and in fields related to this contract.

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. Some examples of when it may not be considered appropriate by the contracting authority are when the tenderers rely in majority on the capacities of other entities or when they rely on key criteria. If the candidate relies on other entities it must in that case prove to the contracting authority 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.

Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator. Furthermore, the data for these third entities for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be furnished when requested by the contracting authority.

If more than 8 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates must be re-examined to identify the 8 best applications for the tender procedure. The only factors which will be taken into consideration during this re-examination are:

— criterion 1: priority will be given to candidates with the largest number of projects with a budget at least equivalent to the one for this contract in fields connected with those in this contract,

— criterion 2 (if criterion 1 does not suffice): priority will be given to candidates with the largest number of staff members currently working in fields connected with those in this contract.

22. **Award criteria:**

Best value for money.

### **Application**

23. **Deadline for receipt of applications:**

5.9.2011 (17:00), local time.

Any application received after this deadline will not be considered.

24. **Applications format and details to be provided:**

Applications must be submitted using the standard application form, the format and instructions of which must be strictly observed. The application form is available at the following Internet address: [http://ec.europa.eu/europeaid/work/procedures/implementation/services/index\\_fr.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_fr.htm)

Any additional documentation (brochure, letter, etc.) sent with an application will not be taken into consideration.

25. **How applications may be submitted:**

Applications must be submitted exclusively to the contracting authority in French:

— either by recorded delivery (official postal service) to: 'EUPOL RD Congo' Mission, 4, avenue de l'Avenir — Ngaliema, Kinshasa, DEMOCRATIC REPUBLIC OF THE CONGO,

— or hand delivered (including courier services) directly to the contracting authority in return for a signed and dated receipt to the above-mentioned address, for the attention of the 'EUPOL RD Congo' Mission, Purchasing Department, 4, avenue de l'Avenir, Ngaliema, Kinshasa, DEMOCRATIC REPUBLIC OF THE CONGO.

Opening hours: 8:30-17:00.

The contract title and the publication reference (see item 1 above) must be clearly marked on the envelope containing the application and must always be mentioned in all subsequent correspondence with the contracting authority.

Applications submitted by any other means will not be considered.

26. **Alteration or withdrawal of applications:**

Candidates may alter or withdraw their applications by written notification prior to the deadline for submission of applications. No applications may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with item 25.

The outer envelope (and the relevant inner envelope if used) must be marked 'Modification' (alteration) or 'Retrait' (withdrawal) as appropriate.

27. **Operational language:**

All written communications for this tender procedure and contract must be in French.

28. **Date of publication of contract forecast notice:**

Date: 5.7.2011.

Notice number in OJ: [2011/S 126-208002](#).

29. **Legal basis:**

Contract between the European Commission and the Head of the 'EUPOL RD Congo' Mission (awaiting the renewal of the Mission's mandate and approval of the budget).

30. **Additional information:**

Please note that the awarding of the contract is subject to the condition of the prior conclusion of a financing agreement.

This condition does not modify the elements of the procurement procedure (this will be the case, for instance, if the budgetary envelope initially foreseen is different or if the time frame, the nature or the condition of the implementation are altered).

If the precedent condition is not met, the contracting authority will either abandon the procurement or cancel the award procedure without the candidates or tenderers being entitled to claim any compensation.

This contract is subject to the Council of the European Union adopting a decision to renew the 'EUPOL RD Congo' Mission's mandate and to the approval of its budget for the duration of this potential new mandate.

31. **Date of dispatch of this notice:**

18.7.2011.