

**ECB - The Supply of Copying and Printing Paper for the ECB (D-Frankfurt-on-Main)**

**2007/S 126-153553**

**Contract notice**

**Section I: Contracting authority**

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

European Central Bank (ECB), attn: Mr Klaus Demmer, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Tel. (49-69) 13 44 75 54. Fax (49-69) 13 44 71 10. E-mail: [procurement@ecb.int](mailto:procurement@ecb.int).

**Internet address(es):**

General address of the contracting authority (URL): [www.ecb.int](http://www.ecb.int).

**Further information can be obtained from:**

European Central Bank (ECB), attn: Mr Klaus Demmer, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Contact point: Central Procurement Office. Tel. (49-69) 13 44 75 54. Fax (49-69) 13 44 71 10. E-mail: [procurement@ecb.int](mailto:procurement@ecb.int). Internet address (URL): [www.ecb.int](http://www.ecb.int).

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Contact point: Central Procurement Office.

**Tenders or requests to participate must be sent to:**

European Central Bank (ECB), attn: Mr Klaus Demmer, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Contact point: Central Procurement Office. Tel. (49-69) 13 44 75 54. Fax (49-69) 13 44 71 10. E-mail: [procurement@ecb.int](mailto:procurement@ecb.int). Internet address (URL): [www.ecb.int](http://www.ecb.int).

**I.2) Type of the contracting authority and main activity or activities:**

European institution/agency or international organisation.

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:**

The supply of copying and printing paper for the ECB.

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

Supplies.

Purchase.

Main place of performance:

ECB; D-Frankfurt-on-Main.

NUTS code: DE 712.

**II.1.3) 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: 4 years.

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

EUR 927 000, excluding VAT.

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

The European Central Bank is seeking a supplier(s) to supply and deliver copying and printing paper to various addresses of the European Central Bank in Frankfurt-on-Main.

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

21125400, 21125691.

II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**

Yes.

II.1.8) **Division into lots:**

No.

II.1.9) **Variants will be accepted:**

No.

II.2) **Quantity or scope of the contract**

II.2.1) **Total quantity or scope:**

In keeping with the ECB's corporate design the paper supplied must fulfil the following specifications in shade, weight and size, including:

80 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; white;

120 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; white;

160 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; white;

300 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; white;

80 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; 80 % white;

80 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; yellow;

80 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; light green;

80 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; light blue;

80 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; light red;

160 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; yellow;

160 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; green;

160 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; blue;

160 g/m<sup>2</sup>; DIN A4, 29,7×21,0 cm; red orange;

80 g/m<sup>2</sup>; DIN A3, 29,7×42,0 cm; yellow;

80 g/m<sup>2</sup>; DIN A3, 29,7×42,0 cm; green;

80 g/m<sup>2</sup>; DIN A3, 29,7×42,0 cm; blue;

80 g/m<sup>2</sup>; DIN A3, 29,7×42,0 cm; light red;

80 g/m<sup>2</sup>; DIN A3, 29,7×42,0 cm; white;

80 g/m<sup>2</sup>; 29,70 cm×42,60 cm; white.

Additionally, the supplier must meet the requirements of international standards for paper weight, thickness, stiffness, porosity, roughness, wetness, whiteness, abrasion and opacity. The ECB will consider the adoption of more environmentally-friendly production methods for its paper requirements.

It is desirable that the paper supplied to the ECB has the FSC (Forest Stewardship Council) seal of approval or similar, and is produced free from elementary chlorine.

It is desirable that the requested recycling paper should have the 'blaue Engel' seal of approval (certificate No RAL — UZ 14), or similar, and be manufactured from 100 % waste paper.

More detailed paper specifications will be provided within the invitation to tender documents.

Estimated value: EUR 927 000, excluding VAT.

**II.2.2) Options:**

No.

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

Duration: 48 months from the award of the contract.

**Section III: Legal, economic, financial and technical information**

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

No deposit is required, but where applicable, the successful tenderer (or in the case of a successful consortium bid, each member of the consortium) may be required to provide a parent-company guarantee.

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

The method of payment will be in accordance with the terms and conditions of the contract.

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

The establishment of a temporary grouping of companies is allowed. In the application, all the members of the temporary grouping must declare in writing that:

- (i) in case of an order they will provide all services as a temporary grouping; and
- (ii) all the members will have joint and several liability for the performance of the contract;
- (iii) a single legal entity shall represent the whole grouping.

The parts of the supplies and/or services that will be performed by the individual companies shall be specified.

**III.1.4) Other particular conditions to which the performance of the contract is subject:**

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 requirements are met:

Candidates wishing to participate must provide information (including that indicated below) by requesting in writing, and completing, the ECB's application form from the address in point I.1 above. The completed application form must be returned in paper copy format by the date indicated in point IV.3.4 below:

- a) full company name, business address and registered address (if different) and registration number;
- b) all requested information must be returned in hard copy format by the date indicated in point IV.3.4 below.

**III.2.2) Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met:

- a) Financial statements relating to the past 3 years of trading;
- b) financial capacity.

**III.2.3) Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:

- a) Tenderers must provide information that demonstrates that they have:
  - appropriate ability and experience,
  - sufficient resources,
  - requisite systems and equipment to execute the contract;

b) in addition tenderers must provide:  
information relating to 3 different past contracts that demonstrates they have undertaken similar work over the last 3 years, providing details of scope, size, duration and value of contracts.

Minimum level(s) of standards possibly required:

The supplier must have:

— the ability to respond to urgent orders placed by the ECB, and to deliver early morning the following day.

Where the urgent order is placed by the ECB after normal business hours the service provider must be able to receive orders by fax, e-mail, or the Internet,

— the ability to provide a delivery service within 24 hours,

— the ability to cut paper to requested sizes,

— excellent English skills among your professional staff,

— a minimum storage capacity for the required copy and printing paper (the storage capacity will be defined in the ITT documents).

III.2.4) **Reserved contracts:**

No.

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

III.3.1) **Execution of the service is reserved to a particular profession:**

No.

III.3.2) **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:**

Envisaged number of operators: 5.

Objective criteria for choosing the limited number of candidates: applications shall be scored, ranked and selected based upon the information they provide in response to points III.1, and III.2 of this contract notice.

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) **An electronic auction will be used:**

No.

IV.3) **Administrative information**

IV.3.1) **File reference number attributed by the contracting authority:**

3651/A/OFS /2007.

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

No.

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

Time-limit for receipt of requests for documents or for accessing documents:

24.7.2007 (12:00).

Payable documents: no.

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

30.7.2007 (12:00).

IV.3.5) **Date of dispatch of invitation to tender or to participate to selected candidates:**

28.8.2007.

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up:**

English.

IV.3.7) **Minimum time frame during which the tenderer must maintain the tender:**

Duration: 6 months from the date stated for receipt of tenders.

IV.3.8) **Conditions for opening tenders:**

Place: Tenders shall be opened shortly after the deadline for receipt of tenders has expired, at the address in point I.1.

Persons authorised to be present at the opening of tenders: no.

Officers of the ECB only.

**Section VI: Complementary information**

VI.1) **This is a recurrent procurement:**

Yes.

It is anticipated that this will be a recurrent procurement, and if required, further notices shall be published prior to the termination of any new contract that result from this procurement exercise.

VI.2) **Contract related to a project and/or programme financed by Community funds:**

No.

VI.3) **Additional information:**

The contract term is 4 years, with the potential for extension.

The contract shall be governed by and interpreted under German civil law.

The deadline for questions or requests for clarification relating to the invitation to tender from tenderers shall be 6 days prior to the deadline for receipt of tenders.

Tenders and all supporting documents must be priced in euro and all contract payments will be made in euro.

Tenderers will find details of the acceptability of submitting alternative offers in the invitation to tender document.

All communications, discussions and meetings will be conducted in English and no interpretation facilities will be provided. Tenderers are also informed that presentations, interviews, and/or site visits may be required to confirm information contained in their offers.

The ECB reserves the right not to make any award and reserves the right to accept all or part of any tender unless the tenderer expressly stipulates otherwise in their tender. The ECB reserves the right to disqualify any applicant who provides information which proves to be incorrect.

The ECB will not be liable for any costs, nor shall it reimburse any expenses or losses that tenderers may incur in connection with the submission of their proposals. Proposals received will not be returned and will remain the property of the ECB.

Tenders shall be delivered, sealed in an envelope, not bearing any indication of the tenderer on the envelope, or in the franking, clearly marked with the contract name and addressed as in point I.1 above, to arrive no later than 8.10.2007 (12:00).

Tenders may be rejected if the required information is not provided in the stated format at the time of tendering.

It is the responsibility of tenderers to ensure that their tender is delivered not later than the deadline indicated in the paragraph above. The ECB will not consider any tenders received after the specified time.

Tenders received in electronic format or by facsimile will not be considered.

VI.4) **Procedures for appeal**

VI.4.1) **Body responsible for appeal procedures:**

European Central Bank, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Tel. (49-69) 13 44 67 16. Fax (49-69) 13 44 71 10. E-mail: [procurement@ecb.int](mailto:procurement@ecb.int). Internet address (URL): [www.ecb.int](http://www.ecb.int).

VI.4.2) **Lodging of appeals:**

Precise information on deadline(s) for lodging appeals:

Appeals must be received by the ECB within 15 days from the tenderer receiving notification of the award decision.

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

22.6.2007.