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**Lithuania-Vilnius: Framework contract for the provision of medical services for the staff of the European Institute for Gender Equality
2015/S 108-195048**

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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

European Institute for Gender Equality

Gedimino pr. 16

For the attention of: Ms Vera Zazvonov

LT-01103 Vilnius

LITHUANIA

E-mail: procurement@eige.europa.eu

Internet address(es):

General address of the contracting authority: <http://www.eige.europa.eu>

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

Other: Gender equality.

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:

Framework contract for the provision of medical services for the staff of the European Institute for Gender Equality.

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

Services

Service category No 25: Health and social services

Main site or location of works, place of delivery or of performance: Shall be the contractor's premises or any other place indicated by EIGE.

NUTS code LT00A

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 years: 4
Estimated total value of purchases for the entire duration of the framework agreement
Estimated value excluding VAT: 100 000 EUR
- II.1.5) **Short description of the contract or purchase(s)**
Provision of services of a medical advisor and conducting annual medical checks for EIGE staff.
- II.1.6) **Common procurement vocabulary (CPV)**
85120000
- 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 all 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:**
Estimated value excluding VAT: 100 000 EUR
- II.2.2) **Information about options**
Options: no
- II.2.3) **Information about renewals**
This contract is subject to renewal: yes
Number of possible renewals: 3
- 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: Provision of services offered by a medical advisor

- 1) **Short description**
Explain the results of the annual medical examination to staff concerned. Advice on sickness and associated absence or underperformance. Examine medical files of EIGE's staff members, if required. Provide opinion on possible part-time work. Recommendations on staff member's travel outside the place of employment for medical examinations or medical treatment or for spending sick leave. Chairing the Invalidity Committee. Maintaining medical records of EIGE staff.
- 2) **Common procurement vocabulary (CPV)**
85120000
- 3) **Quantity or scope**
Estimated value excluding VAT: 20 000 EUR
- 4) **Indication about different date for duration of contract or starting/completion**
Duration in months: 48 (from the award of the contract)

5) **Additional information about lots**

Lot No: 2

Lot title: Provision of services offered by a medical centre

1) **Short description**

Annual medical examination of staff in accordance with the list of medical examinations. Annual and ad hoc vaccination, if and when requested by EIGE. Availability for meetings with the EIGE's management and medical advisor, if and when required.

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

85120000

3) **Quantity or scope**

Estimated value excluding VAT: 80 000 EUR

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

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

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 stated in the tender specifications, draft contract and annexes.

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

As stated in the tender specifications, draft contract and annexes.

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

As stated in the tender specifications, draft contract and annexes.

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: To identify her/himself, the tenderer must fill in the legal entity form and financial identification form. The tenderer must meet the requirements of the exclusion criteria by signing the declaration as stated in the tender specifications available at <http://eige.europa.eu/content/procurement>

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

Information and formalities necessary for evaluating if the requirements are met: As stated in the tender specifications available at <http://eige.europa.eu/content/procurement>

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:
As stated in the tender specifications available at <http://eige.europa.eu/content/procurement>

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

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

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

Execution of the service is reserved to a particular profession: no

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

Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service: no

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:

EIGE/2015/ADM/10.

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

no

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

Payable documents: no

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

10.8.2015

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 of tenders

Date: 17.8.2015 - 14:30

Place:

European Institute for Gender Equality, Gedimino pr. 16, LT-01103 Vilnius, LITHUANIA.

Persons authorised to be present at the opening of tenders: yes

Additional information about authorised persons and opening procedure: 1 authorised representative of each tenderer may attend the opening of the bids as an observer. Companies wishing to attend are requested to notify their intention at the latest 2 working days in advance to the contact address indicated in Section I of this notice. This notification must contain the reference number of the procurement procedure, an authorisation document signed by an authorised staff member of the tenderer and specify the name of the person who will attend the opening on the tenderer's behalf. The credentials of the representative will be checked by EIGE.

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**

Tender documents can be downloaded from <http://eige.europa.eu/content/procurement>

VI.4) **Procedures for appeal**

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

General Court of the European Union

boulevard Konrad Adenauer

2925 Luxembourg

LUXEMBOURG

E-mail: cfi.registry@curia.europa.eu

Telephone: +352 4303-1

Internet address: <http://curia.europa.eu>

Body responsible for mediation procedures

The European Ombudsman

PO Box 403

Strasbourg

FRANCE

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 of the plaintiff, or, in absence thereof, of the day on which it came to 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.4.3) **Service from which information about the lodging of appeals may be obtained**

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

27.5.2015