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**GE-Tbilisi: CFSP — provision of security guard services to the EUMM Georgia  
2012/S 74-121400**

**Location: Europe (non-EU) — Georgia**

**Service procurement notice**

Common procurement vocabulary (CPV):

Main object:

79713000 Guard services

1. **Publication reference:**

EuropeAid/132654/C/SER/GE.

Internet address(es):

General address of the contracting authority: [tenders@eumm.eu](mailto:tenders@eumm.eu)

2. **Procedure:**

Restricted.

3. **Programme:**

CFSP/2011/20/EUMM Georgia — Tyszkiewicz.

4. **Financing:**

Budget line.

5. **Contracting authority:**

European Union, represented by the European Commission, on behalf of and for the account of the beneficiary country, Tbilisi, GEORGIA.

6. **Nature of contract:**

Fee-based.

7. **Contract description:**

To receive the services of a specialised security firm for the protection of people and assets (equipment and premises) of the EUMM Georgia at the EUMM headquarters in Tbilisi as well as at the EUMM field offices Mtskheta, Gori, Zugdidi and the EUMM forward base in Sachkere. To include the implementation and maintenance of a security system based on a guard force providing access control, security supervision, and response to security incidents. The initial period and term is from 15.9.2012 through 14.9.2013, inclusive.

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

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

9. **Budget:**

Maximum budget: 590 000 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:**

Participation in tendering is open to all legal persons participating either individually or in a grouping (consortium) of tenderers which are established in a Member State of the European Union or in a country or territory covered and/or authorised by the instruments under which the EUMM Georgia operates or is financed. The participation is also open to international organisations. The participation of natural persons is directly governed by the specific instruments under which the EUMM Georgia operates or is financed.

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:**

20.5.2012.

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

15.9.2012.

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

Duration in months: 12.

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

1. the average annual turnover of the candidate (or the leader in case of a consortium) for the last 3 years for which accounts have been closed shall amount to at least 500 000 EUR. The candidate must specify the years in question in item 3 of the application form;

2. the candidate (or the leader in case of a consortium) has been operational at least for the last 3 years (2009, 2010 and 2011).

2) Professional capacity of candidate:

1. the candidate (or the leader in case of a consortium) has at least 30 permanent staff currently working in areas related to this contract.

3) Technical capacity of candidate:

1. the candidate (or the leader in case of a consortium) has successfully completed during the last 3 years (ending on the deadline for submission of applications) at least 1 project similar to the one covered by this contract. The value of such project shall amount to at least 250 000 EUR.

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 this third entity 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:

Comparative criterion (i):

the higher cumulative value of the projects related to this contract successfully completed by the candidate (or the leader in case of a consortium) over the past 3 years (2009, 2010 and 2011).

Comparative criterion (ii):

the higher number of projects related to this contract successfully completed by the candidate (or the leader in case of a consortium) over the past 3 years (2009, 2010 and 2011).

The above 2 comparative criteria will be applied in order of precedence. That means that candidates (or the leaders in cases of consortia) meeting all selection criteria — 21(a) + 21(b) + 21(c) — will first be assessed against the comparative criterion (i) and ranked accordingly. The comparative criterion (ii) will only be applied if some candidates (or the leaders in cases of consortia) at the bottom edge of the shortlist score equally against comparative criterion (i) and will only concern those equally scored candidates (or the leaders in cases of consortia).

22. **Award criteria:**  
Best value for money.

### **Application**

23. **Deadline for receipt of applications:**  
18.5.2012 (17:30), local time.  
Any application received after this deadline will not be considered.
24. **Application 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\\_en.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_en.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 the following language: English  
— either by recorded delivery (official postal service) to:  
European Union Monitoring Mission in Georgia (EUMM), 49 Krtsanisi Street, 0114 Tbilisi, GEORGIA,  
— or hand delivered (including courier services) directly to the contracting authority in return for a signed and dated receipt to:  
For the attention of: EUMM Procurement Section. Tel. +995 322719300.  
Opening hours: Monday to Friday from 9:00 to 17:30.  
As in abovementioned address.  
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 'Alteration' or 'Withdrawal' as appropriate.
27. **Operational language:**  
All written communications for this tender procedure and contract must be in English.
28. **Date of publication of contract forecast notice:**  
6.3.2012.  
Notice number in OJ: [2012/S 45-072529](#).
29. **Legal basis:**  
CFSP/2011/20/EUMM Georgia — Tyszkiewicz.
30. **Additional information:**  
The award of this contract is subject to a suspension clause, pending signature of the agreement between the European Commission and the contracting authority as well as the allocation of the corresponding funds.
31. **Date of dispatch of this notice:**  
4.4.2012.