Section I: Contracting authority

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

Official name: EUROPEAN EXTERNAL ACTION SERVICE - DELEGATION OF THE EUROPEAN UNION TO THE REPUBLIC OF COLOMBIA
Postal address: CALLE 116, 7-15 PISO 12
Town: BOGOTA
Postal code: _____
Country: Colombia (CO)
Contact point(s): Administration of the EU Delegation
For the attention of: Head of Administration
E-mail: delegation-colombia-HOA@eeas.europa.eu
Fax: +57 316581179

Internet address(es): (if applicable)
General address of the contracting authority/entity: (URL) http://eeas.europa.eu/delegations
Address of the buyer profile: (URL) http://eeas.europa.eu/delegations/colombia/grants_tenders/tenders/index_es.htm
Electronic access to information: (URL)
Electronic submission of tenders and requests to participate: (URL)

Further information can be obtained from
- The above mentioned contact point(s)
- Other (please complete Annex A.I)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from
- The above mentioned contact point(s)
- Other (please complete Annex A.II)

Tenders or requests to participate must be sent to
- The above mentioned contact point(s)
- Other (please complete Annex A.III)

I.2) Type of the contracting authority

- Ministry or any other national or federal authority, including their regional or local sub-divisions
- National or federal agency/office
- Regional or local authority
- Regional or local agency/office
- Body governed by public law
- European institution/agency or international organisation
- Other: (please specify)

I.3) Main activity
☐ General public services  
☐ Defence  
☐ Public order and safety  
☐ Environment  
☐ Economic and financial affairs  
☐ Health  
☐ Housing and community amenities  
☐ Social protection  
☐ Recreation, culture and religion  
☐ Education  
☐ Other: (please specify)

I.4) Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities:

☐ yes  ☐ no

*information on those contracting authorities can be provided in Annex A*
Section II: Object of the contract

II.1) Description:

II.1.1) Title attributed to the contract by the contracting authority:
SECURITY SERVICES FOR THE EU DELEGATION TO COLOMBIA - EEAS-233-DELCOLS-SER-FWC

II.1.2) Type of contract and location of works, place of delivery or of performance:
choose one category only – works, supplies or services – which corresponds most to the specific object of your contract or purchase(s)

☐ Works
☐ Supplies
☐ Services

 Execution
Design and execution
Realisation, by whatever means of work, corresponding to the requirements specified by the contracting authorities

Purchase
Lease
Rental
Hire purchase
A combination of these

Main site or location of works, place of delivery or of performance:
Bogotá, REPUBLIC OF COLOMBIA

NUTS code:

II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS):
☐ The notice involves a public contract
☒ The notice involves the establishment of a framework agreement
☐ The notice involves the setting up of a dynamic purchasing system (DPS)

II.1.4) Information on framework agreement: (if applicable)
☐ Framework agreement with several operators
☐ Framework agreement with a single operator
Number:

or
(if applicable) maximum number: of participants to the framework agreement envisaged

Duration of the framework agreement
Duration in years: 4 or in months:

Justification for a framework agreement, the duration of which exceeds four years:

Estimated total value of purchases for the entire duration of the framework agreement: (if applicable, give figures only)
Estimated value excluding VAT: Currency:

or
Range: between: 400000.00 and: 450000.00: Currency: EUR

Frequency and value of the contracts to be awarded: (if known)

II.1.5) Short description of the contract or purchase(s):
The objective of the tender is to conclude a service contract with a company specialised in the security of persons and premises which will be entrusted the surveillance of the offices of the Delegation and the residence of the Head of Delegation. The company commits itself, by means of well trained highly professional personnel employed, to ensure:
- the control of visitor's access to the premises
- the surveillance and patrolling of the premises in view to avoiding any intrusion and attack on persons or their belongings
- the operation of the radio network and a 24H communication between premises, by means of a radio control linking the security guards at the various posts and the surveillance centre
- the immediate intervention on the spot in the event of an incident
- the regular reporting on operations and incidents as well as the schedules and names of security guards as instructed by the contracting department after the contract takes effect
- establish a system to monitor performance of the contract, quality of services provided and reporting.
A framework contract with a maximum duration of 4 years will be implemented via specific contracts and/or order forms

II.1.6) Common procurement vocabulary (CPV):

<table>
<thead>
<tr>
<th>Main object</th>
<th>Main vocabulary</th>
<th>Supplementary vocabulary (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>79710000</td>
<td></td>
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</tbody>
</table>

II.1.7) Information about Government Procurement Agreement (GPA):
The contract is covered by the Government Procurement Agreement (GPA): ○ yes ☐ no

II.1.8) Lots: (for information about lots, use Annex B as many times as there are lots)
This contract is divided into lots: ○ yes ☐ no
(if yes) Tenders may be submitted for
○ one lot only
○ one or more lots
○ all lots

II.1.9) Information about variants:
Variants will be accepted: ○ yes ☐ no

II.2) Quantity or scope of the contract:

II.2.1) Total quantity or scope: (including all lots, renewals and options, if applicable)
The number of buildings concerned is currently 02, but this number may change in the course of the execution of the contract. The number of hours to be performed by contractor is approximately of 26208 hours per year.

(if applicable, give figures only)
Estimated value excluding VAT: Currency:
or
Range: between: : and: : Currency:

II.2.2) Information about options: (if applicable)
Options: ○ yes ☐ no
(if yes) Description of these options:
(if known) Provisional timetable for recourse to these options:
in months: _____  or  in days: _____ (from the award of the contract)

II.2.3) Information about renewals: *(if applicable)*
This contract is subject to renewal: ☐ yes ☐ no
Number of possible renewals: *(if known)*  or Range: between:  and:
*(if known)* In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:
in months: _____  or in days: _____ (from the award of the contract)

II.3) Duration of the contract or time limit for completion:
Duration in months: _____  or in days: _____ (from the award of the contract)
or
Starting: (dd/mm/yyyy)
Completion: (dd/mm/yyyy)
Section III : Legal, economic, financial and technical information

III.1) Conditions relating to the contract:

III.1.1) Deposits and guarantees required: *(if applicable)*

III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:
Monthly payments upon presentation of invoices and time sheets duly signed by the contractor and countersigned for approval by the Delegation and where applicable, after approval by the Delegation of the activity report(s) for the period concerned.

III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded: *(if applicable)*
Requests to participate or tenders can be submitted by groupings of service providers who will not be required to adopt a particular legal form prior to the contract being awarded [but may/must be required to do so after the award]. However, a grouping of firms must nominate one party to be responsible for the receipt and processing of payments for members of the grouping, for managing the service administration, and for coordination. The documents required and listed at paragraph II1.2 must be supplied by every member of the grouping. Each member of the grouping assumes a joint and several liability towards the Contracting Authority.

III.1.4) Other particular conditions: *(if applicable)*
The performance of the contract is subject to particular conditions: ○ yes ☐ no *(if yes) Description of particular conditions:*

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:
1.A) ACCESS TO PUBLIC PROCUREMENT
Participation in this call for tender is open to natural and legal persons with their domicile or headquarters in one of the Member States of the European Union as stated in Article 119 of the Financial Regulation, and exceptionally in Colombia and Ecuador, Venezuela, Peru or Bolivia.
1.B) EVIDENCE OF ACCESS TO PUBLIC PROCUREMENT
Candidates must confirm that they have their headquarters or domicile in one of the above mentioned States and present the supporting evidence normally acceptable under their own law.
2.A) EXCLUSION CRITERIA: Article 106 of the Financial Regulation sets out that:
(a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning
those matters, or are in any analogous situation arising from a similar procedure provided for in national
legislation or regulations;
(b) they or the persons having powers of representation, decision making or control over them have been
convicted of an offence concerning their professional conduct by a judgment of a competent authority of a
Member State which has the force of its judicata;
(c) they have been guilty of grave professional misconduct proven by any means which the contracting authority
can justify including by decisions of the EIB and international organisations;
(d) they are not in compliance with their obligations relating to the payment of social security contributions or
the payment of taxes in accordance with the legal provisions of the country in which they are established or with
those of the country of the contracting authority or those of the country where the contract is to be performed;
(e) they or the persons having powers of representation, decision making or control over them have been
the subject of a judgment which has the force of the offer's judicata for fraud, corruption, involvement in a criminal
organisation, money laundering or any other illegal activity where such illegal activity is detrimental to the
Union's financial interests;
(f) they are subject to an administrative penalty referred to in Article 109(1).
Point (b) and (e) of the first subparagraph shall not apply where the candidates or tenderers can demonstrate
that adequate measures have been adopted against the persons having powers of representation, decision
making or control over them, who are subject to judgement as referred to in points (b) or (e) of the first
subparagraph.
2. Candidates or tenderers shall certify that they are not in one of the situations listed in paragraph 1.
For the purpose of the correct application of paragraph 1, the candidate or tenderer, whenever requested by the
contracting authority, shall:
(a) where the candidate or tenderer is a legal entity, provide information on the ownership or on the
management, control and power of representation of the legal entity and certify that they are not in one of the
situations referred to in paragraph 1;
(b) where subcontracting is envisaged, certify that the subcontractor is not in one of the situations referred to in
paragraph 1.
3. The Commission shall be empowered to adopt delegated acts in accordance with article 210 concerning
detailed rules on: a) the exclusion criteria applicable for the participation in calls for tender, including rules on
illegal activities giving rise to exclusion; b) what evidence may be satisfactory to show that an exclusion situation
does not exist; c) the duration of an exclusion. Such exclusion shall not exceed 10 years.
Article 107 of the Financial Regulation sets out that a contract shall not be awarded to candidates or tenderers
who, during the procurement procedure for this contract:
(a) are subject to a conflict of interest;
(b) are guilty of misrepresenting the information required by the contracting authority as a condition of
participation in the procurement procedure or fail to supply this information;
(c) find themselves in one of the situations of exclusion, referred to in Article 106(1) for the procurement
procedure.
2.B) EVIDENCE OF NON EXCLUSION
Article 143 of the Rules of application sets out that:
1. Candidates and tenderers shall provide a declaration on their honour, available at
duly filled, signed and dated, stating that they are not in one of the situations referred to in Articles 106 and 107
of the Financial Regulation.
2. The tenderer to whom the contract is to be awarded shall provide, within a time limit defined by the
contracting authority and preceding the signature of the contract, the evidence referred to in paragraph 3
hereafter, confirming the declaration referred to in paragraph 1.
3. The contracting authority shall accept as satisfactory evidence that the candidate or tenderer to whom
the contract is to be awarded is not in one of the situations described in point (a), (b) or (e) of Article 106(1)
of the Financial Regulation, a recent extract from the judicial record or, failing that, an equivalent document
recently issued by a judicial or administrative authority in the country of origin or provenance showing that those
requirements are satisfied. The contracting authority shall accept, as satisfactory evidence that the candidate or
tenderer is not in the situation described in point (a) or (d) of Article 106(1) of the Financial Regulation, a recent certificate issued by the competent authority of the States concerned as defined under point A) 1. d) above. Where the document or certificate referred to in the first subparagraph is not issued in the country concerned and for the other cases of exclusion referred to in Article 106 of the Financial Regulation, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

4. Depending on the national legislation of the country in which the candidate or tenderer is established, the documents referred to in paragraphs I and 3 shall relate to legal persons and/or natural persons including, where considered necessary by the contracting authority, company directors or any person with powers of representation, decision-making or control in relation to the candidate or tenderer.

5. Where they have doubts as to whether candidates or tenderers are in one of the situations of exclusion, the contracting authority may apply to the competent authorities referred to in paragraph 3 to obtain any information considered necessary about that situation.

6. The contracting authority may waive the obligation of a candidate or tenderer to submit the documentary evidence referred to in paragraph 3 if such evidence has already been submitted to it for the purposes of another procurement procedure and provided that the issuing date of the documents does not exceed one year and that they are still valid. In such a case, the candidate or tenderer shall declare on his honour that the documentary evidence has already been provided in a previous procurement procedure and confirm that no changes in his situation have occurred.

7. The candidate or tenderer shall submit a declaration on honor available at http://eeas.europa.eu/jobs/docs/declaration-honour_en.pdf duly filled, signed and dated from the intended subcontractor that he is not in one of the situations referred to in Articles 106 and 107 of the Financial Regulation. In case of doubt on this declaration on the honour, the contracting authority shall request the evidence referred to in paragraphs 3 and 4. Paragraph 5 shall apply, where appropriate.

III.2.2) Economic and financial ability:
Information and formalities necessary for evaluating if the requirements are met:
Proof of economic and financial capacity must be given by submitting the following documents:
- appropriate statements from banks or evidence of relevant professional risk indemnity insurance
- financial statements for the last three years of accounts that have been closed
- statement of the overall turnover as well as turnover concerning the services covered by the contract during the last three financial years available. The amounts declared for the overall turnover, at least, must be verifiable with the amounts in the financial statements.

Minimum level(s) of standards possibly required: (if applicable)
The minimum average annual turnover concerning the services covered by the contract for the last three years must be at least 385.000 EUR. This amount is a minimum below which no request to participate can be accepted. The exchange rate used to convert the turnover into euros will be the rate of December of the year of the financial statement as published at http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/infoeuro_en.cfm

III.2.3) Technical capacity:
Information and formalities necessary for evaluating if the requirements are met:
Evidence of the technical and professional capacity of economic operators must be furnished on the basis of the following documents: a) the educational qualifications and professional experiences of the firm's managerial staff and, in particular, those of the person(s) responsible for providing the services; b) a list of of the principal services provided in the past three during the last three years, with the sums, dates and recipients, public or private, in fields related to the contract, in particular services provided to international or foreign companies,
diplomatic missions or representations of international organisations; these experiences have to be supported with a proof of satisfaction of clients specifying whether the services have been carried out in a professional manner and have been fully completed; c) statement of the average annual manpower (in total and in the fields related to the contract) and the number of managerial staff of the service provider in the last three years; d) statement from the relevant authority of the country in which the candidate is established proving that the candidate can act as a security company; e) information on the quality standards to which the company services comply supported by valid certification issued by reputable organisations such as ISO or equivalent certification from industry regulators or trade associations; f) information on the facilities and resources available to the company to ensure the quality of services (i.e. vehicles, logistics, means of communications, ...) g) where applicable, an indication of the proportion of the contract which the service provider may intend to subcontract

III.2.4) Information about reserved contracts: (if applicable)
☐ The contract is restricted to sheltered workshops
☐ The execution of the contract is restricted to the framework of sheltered employment programmes

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: ☒ yes ☐ no
(if yes) Reference to the relevant law, regulation or administrative provision:
According to local legislation, companies must be officially registered for the services they provide. Estatuto de Vigilancia y Seguridad Privada, Decreto 356 de 1994 de la Republica de Colombia. In order to comply with the Colombian legislation and in order to be able to operate in Colombia, the awardee of the contract will have to register as a security company in the Republic of Colombia at the latest before the contract is signed.

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: ☒ yes ☐ no
Section IV : Procedure

IV.1) Type of procedure:

IV.1.1) Type of procedure:
- Open
- Restricted
- Accelerated restricted

Justification for the choice of accelerated procedure:

- Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures):  ○ yes  ○ no
(if yes, provide names and addresses of economic operators already selected under Section VI.3 Additional information)

- Accelerated negotiated

Justification for the choice of accelerated procedure:

- Competitive dialogue

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate:  (restricted and negotiated procedures, competitive dialogue)

Envisaged number of operators:

or

Envisaged minimum number:  and (if applicable) maximum number

Objective criteria for choosing the limited number of candidates:

IV.1.3) Reduction of the number of operators during the negotiation or dialogue:  (negotiated procedure, competitive dialogue)

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated:  ○ yes  ○ no

IV.2) Award criteria

IV.2.1) Award criteria  (please tick the relevant box(es))

- Lowest price

or

- The most economically advantageous tender in terms of

○ the criteria stated below  (the award criteria should be given with their weighting or in descending order of importance where weighting is not possible for demonstrable reasons)

○ the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Weighting</th>
<th>Criteria</th>
<th>Weighting</th>
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<tbody>
<tr>
<td>1.</td>
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<tr>
<td>4.</td>
<td></td>
<td>9.</td>
<td></td>
</tr>
</tbody>
</table>
IV.2.2) Information about electronic auction

An electronic auction will be used  ○ yes  ☒ no
(if yes, if appropriate) Additional information about electronic auction:

IV.3) Administrative information:

IV.3.1) File reference number attributed by the contracting authority:  (if applicable)
EEAS-233-DELCOLS-SER-FWC

IV.3.2) Previous publication(s) concerning the same contract:
○ yes  ☐ no
(if yes)
○ Prior information notice  ○ Notice on a buyer profile
Notice number in the OJEU: of: (dd/mm/yyyy)
☐ Other previous publications (if applicable)

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document:  (in the case of a competitive dialogue)
Time limit for receipt of requests for documents or for accessing documents
Date: Time:

Payable documents  ○ yes  ☐ no
(if yes, give figures only) Price: Currency:
Terms and method of payment:

IV.3.4) Time limit for receipt of tenders or requests to participate:
Date: 03/02/2014  Time:

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates:  (if known, in the case of restricted and negotiated procedures, and competitive dialogue)
Date:

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up:
☒ Any EU official language
○ Official EU language(s):
☐ Other:

IV.3.7) Minimum time frame during which the tenderer must maintain the tender:
until:  or
Duration in months: _____ or in days: _____ (from the date stated for receipt of tender)

IV.3.8) Conditions for opening of tenders:
Date: _____ (dd/mm/yyyy) Time
(if applicable) Place:
Persons authorised to be present at the opening of tenders (if applicable):
○ yes  ○ no
(if yes) Additional information about authorised persons and opening procedure:
Section VI: Complementary information

VI.1) Information about recurrence:  (if applicable)
This is a recurrent procurement:  yes  no
(if yes) Estimated timing for further notices to be published:
every 4 years

VI.2) Information about European Union funds:
The contract is related to a project and/or programme financed by European Union funds:  no
(if yes) Estimated timing for further notices to be published:

VI.3) Additional information: (if applicable)

I. PREPARATION AND SUBMISSION OF REQUESTS TO PARTICIPATE AND TENDERS
This tender will be taking place in two stages, as follows:
A. FIRST STAGE (preselection stage):
Candidates are requested to submit requests to participate which must contain all the information requested in section III of this contract notice: legal, economic, financial and technical information. If the request to participate is submitted by a grouping of service providers (section III.1.3 of the contract notice), it will be signed by all its members. The documents specified in sections III.2.1, III.2.2 and III.2.3 of this contract notice will be submitted by all the members of the grouping.
Request to participate must be submitted by the deadline as mention at section IV. 3.4 of this contract notice (Requests to participate submitted beyond this deadline will be automatically rejected). These request must be firmly signed by the candidate or a legally authorised representative of the candidate and be perfectly legible to avoid any misunderstanding on the text and on the figures. Submission can be made, according to the candidate's choice: (a) either by post or by private courier, posted no later than 03/02/2014 as evidenced by the postmark or the date on the delivery receipt, to the address stated in section I.I; (b) or delivered by hand to the address stated in section I I by 03/02/2014 at 17:00 at the latest. Delivery by hand will be confirmed in this case by a dated and stamped receipt signed by the duly authorised agent from the Delegation. The request to participate shall comprise 1 original and 2 copies. Submissions must be made using a double envelope. Both envelopes are to be sealed. If self-seal envelopes are used, they must also be sealed with adhesive tape with the sender's signature written across the tape. The outer envelope must bear both the name of the department which it is addressed to, as above, and the following: "TENDER Nr. EEAS-233-DELCOLS-SER-FWC NOT TO BE OPENED". This will be marked on the inner envelope too.
B. SECOND STAGE:
Candidates shortlisted at the end of the preselection period shall be invited to submit a tender. The invitation to tender documents (including the letter of invitation to tender, the tender specifications and the model contract to be used or this contract) will be sent to them directly, with no further publication in the Official Journal of the EU. Nota Bene: Submitting requests to participate or drawing up tenders does not give tenderers the right either to be awarded the contract or to receive any compensation for costs incurred. The contracting authority is under no obligation to award a contract subsequent to this notice.
II. DATA PROTECTION
If processing your reply to this contract notice involves the recording and processing of personal data (such as name, address and CV), such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the institutions and bodies and on the free movement of such data. Unless indicated otherwise, replies to the questions and any personal data requested are required to evaluate your request to participate in accordance with the contract notice and will be processed solely for that purpose by the contracting authority mentioned in Heading I.1. Details concerning the processing of your personal data are available on the privacy statement at http://eeas.europa.eu/jobs/docs/privacy-statement-jobs-tenders.pdf. Your personal data may be registered in the Early Warning System (EWS) only or both in the EWS and Central Exclusion Database (CED) by the Accounting Officer of the EEAS.

III. Where appropriate, the Contracting authority may have recourse to a negotiated procedure on the basis of Art. 134 (1) (f) of the rules of applications applicable to the financial regulation.

VI.4) Procedures for appeal:

VI.4.1) Body responsible for appeal procedures:
Official name: General Court
Postal address: Rue du Fort Niedergrünewald
Town: Luxembourg Postal code: 2925 Country: Luxembourg (LU)
Telephone: +352 43031
E-mail: GeneralCourt.Registry@curia.europa.eu Fax: +352 43032100
Internet address: (URL) http://curia.europa.eu

Body responsible for mediation procedures (if applicable)
Official name:
Postal address:
Town: Postal code: Country:
Telephone:
E-mail: Fax:
Internet address: (URL)

VI.4.2) Lodging of appeals: (please fill in heading VI.4.2 or if need be, heading VI.4.3)
Within two (2) months of the notification of the plaintiff, or, in the absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have 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:
Official name: General court
Postal address: Rue du Fort Niedergrünewald
Town: Luxembourg Postal code: 2925 Country: Luxembourg (LU)
Telephone: +352 43031
E-mail: GeneralCourt.Registry@curia.europa.eu Fax: +352 43032100
Internet address: (URL) http://curia.europa.eu

VI.5) Date of dispatch of this notice: 13/12/2013 (dd/mm/yyyy) - ID:2013-169835
Annex A
Additional addresses and contact points

I) Addresses and contact points from which further information can be obtained
Official name:  
Postal address:  
Town:  
Post code:  
Country:  
Contact point(s):  
For the attention of:  
E-mail:  
Fax:  
Internet address:  (URL)

II) Addresses and contact points from which specifications and additional documents can be obtained
Official name:  
Postal address:  
Town:  
Post code:  
Country:  
Contact point(s):  
For the attention of:  
E-mail:  
Fax:  
Internet address:  (URL)

III) Addresses and contact points to which tenders/requests to participate must be sent
Official name:  
Postal address:  
Town:  
Post code:  
Country:  
Contact point(s):  
For the attention of:  
E-mail:  
Fax:  
Internet address:  (URL)

IV) Address of the other contracting authority on behalf of which the contracting authority is purchasing
Official name  
Postal address:  
Town  
Country  
------------------------ (Use Annex A Section IV as many times as needed) ------------------------
Annex B
Information about lots

Title attributed to the contract by the contracting authority
Lot No : Lot title :

1) Short description:

2) Common procurement vocabulary (CPV):
Main vocabulary:

3) Quantity or scope:

(if known, give figures only) Estimated cost excluding VAT: Currency:
or
Range: between : and: Currency:

4) Indication about different date for duration of contract or starting/completion: (if applicable)
Duration in months : or in days : (from the award of the contract)
or
Starting: (dd/mm/yyyy)
Completion: (dd/mm/yyyy)

5) Additional information about lots:
### Annex C1 – General procurement

**Service categories referred to in Section II: Object of the contract**

**Directive 2004/18/EC**

<table>
<thead>
<tr>
<th>Category No</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Maintenance and repair services</td>
</tr>
<tr>
<td>2</td>
<td>Land transport services [2], including armoured car services, and courier services, except transport of mail</td>
</tr>
<tr>
<td>3</td>
<td>Air transport services of passengers and freight, except transport of mail</td>
</tr>
<tr>
<td>4</td>
<td>Transport of mail by land [3] and by air</td>
</tr>
<tr>
<td>5</td>
<td>Telecommunications services</td>
</tr>
<tr>
<td>6</td>
<td>Financial services: a) Insurances services b)Banking and investment services [4]</td>
</tr>
<tr>
<td>7</td>
<td>Computer and related services</td>
</tr>
<tr>
<td>8</td>
<td>Research and development services [5]</td>
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<tr>
<td>9</td>
<td>Accounting, auditing and bookkeeping services</td>
</tr>
<tr>
<td>10</td>
<td>Market research and public opinion polling services</td>
</tr>
<tr>
<td>11</td>
<td>Management consulting services [6] and related services</td>
</tr>
<tr>
<td>12</td>
<td>Architectural services; engineering services and integrated engineering services; urban planning and landscape engineering services; related scientific and technical consulting services; technical testing and analysis services</td>
</tr>
<tr>
<td>13</td>
<td>Advertising services</td>
</tr>
<tr>
<td>14</td>
<td>Building-cleaning services and property management services</td>
</tr>
<tr>
<td>15</td>
<td>Publishing and printing services on a fee or contract basis</td>
</tr>
<tr>
<td>16</td>
<td>Sewage and refuse disposal services; sanitation and similar services</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category No</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>17</td>
<td>Hotel and restaurant services</td>
</tr>
<tr>
<td>18</td>
<td>Rail transport services</td>
</tr>
<tr>
<td>19</td>
<td>Water transport services</td>
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<tr>
<td>20</td>
<td>Supporting and auxiliary transport services</td>
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<tr>
<td>21</td>
<td>Legal services</td>
</tr>
<tr>
<td>22</td>
<td>Personnel placement and supply services [8]</td>
</tr>
<tr>
<td>23</td>
<td>Investigation and security services, except armoured car services</td>
</tr>
<tr>
<td>24</td>
<td>Education and vocational education services</td>
</tr>
<tr>
<td>25</td>
<td>Health and social services</td>
</tr>
<tr>
<td>26</td>
<td>Recreational, cultural and sporting services [9]</td>
</tr>
<tr>
<td>27</td>
<td>Other services</td>
</tr>
</tbody>
</table>

1. Service categories within the meaning of Article 20 and Annex II A to Directive 2004/18/EC.
2. Except for rail transport services covered by category 18.
3. Except for rail transport services covered by category 18.
4. Except financial services in connection with the issue, sale, purchase or transfer of securities or other financial instruments, and central bank services. The following are also excluded: services involving the acquisition or rental, by whatever financial means, of land, existing buildings or other immovable property or concerning rights thereon. However, financial service contracts concluded at the same time as, before or after the contract of acquisition or rental, in whatever form, shall be subject to the Directive.
5 Except research and development services other than those where the benefits accrue exclusively to the contracting authority for its use in the conduct of its own affairs on condition that the service provided is wholly remunerated by the contracting authority.

6 Except arbitration and conciliation services.

7 Service categories within the meaning of Article 21 and Annex II B of Directive 2004/18/EC.

8 Except employment contracts.

9 Except contracts for the acquisition, development, production or co-production of program material by broadcasters and contracts for broadcasting time.