

# NETHERLANDS - FURNITURE - GENERAL FRAMEWORK CONTRACT FOR THE SUPPLY OF OFFICE FURNITURE

17/2024

Contract or concession notice – standard regime

## 1. Buyer

### 1.1 Buyer

*Official name:* European Patent Organisation

*Legal type of the buyer:* International organisation

*Activity of the contracting authority:* Economic affairs

## 2. Procedure

### 2.1 Procedure

*Title:* General framework contract for the supply of office furniture

*Description:* Lot 1 The supply and installation of office furniture (incl. meeting rooms); Lot 2 The supply and installation of chairs; Lot 3 The supply and installation of canteen & kitchenette furniture; Lot 4 The supply and installation of soft seating furniture

*Procedure identifier:* ecb65996-96f6-4178-a71f-7b62e8ea9502

*Internal identifier:* EPO-2024-0002

*Type of procedure:* Open

*The procedure is accelerated:* No

#### 2.1.1 Purpose

*Nature of the contract:* Supplies

*Main classification (cpv):* 39100000 Furniture

#### 2.1.2 Place of performance

*Postal address:* Patentlaan 2

*Town:* Rijswijk

*Postcode:* 2288EE

*Country subdivision (NUTS):* Agglomeratie 's-Gravenhage (NL332)

*Country:* Netherlands

#### 2.1.4 General information

*Additional information:* Only electronic bids may be submitted. Please note that a qualified electronic signature is required as specified on EPO's website: date to download the Procurement Documents: 26.03.2024 23:30; Final date for receipt by the EPO of requests for clarification: 29.02.2024 12:00; Questions must be submitted via the Bidding Cockpit.

*Legal basis:*

Directive 2014/24/EU

*Applicable cross-border law:*

*Description:*

#### 2.1.6 Grounds for exclusion

Analogous situation like bankruptcy under national law: See Article 2 of EPO's General Conditions of Tender for exclusion grounds

## 5. Lot

### 5.1 Lot: LOT-0001

*Title:* The supply and installation of office furniture (including meeting rooms)

*Description:* See procurement documents

*Internal identifier:* LOT-0001

#### 5.1.1 Purpose

*Nature of the contract:* Supplies

*Main classification (cpv):* 39100000 Furniture

#### 5.1.2 Place of performance

*Postal address:* Patentlaan 2

*Town:* Rijswijk

*Postcode:* 2288EE

*Country:* Netherlands

*Additional information:*

#### 5.1.3 Estimated duration

*Start date:* 2024-05-31+02:00

*End date:* 2029-05-30+02:00

#### 5.1.6 General information

*Reserved participation:* Participation is not reserved.

*The names and professional qualifications of the staff assigned to perform the contract must be given:*

Not required

Procurement Project not financed with EU Funds.

*Additional information:* Proposals for variants, the effect of which would be to reduce significantly the rights and safeguards of the EPO, are not allowed. Questions submitted after the deadline for receipt of requests for clarification will not be answered. After expiry of the deadline, the questions submitted by others and the corresponding clarifications will be available in the BIDDING COCKPIT.

#### 5.1.9 Selection criteria

*Criterion:*

*Type:* Suitability to pursue the professional activity

*Description:* See procurement documents

*Criterion:*

*Type:* Economic and financial standing

*Description:* See procurement documents

*Criterion:*

*Type:* Technical and professional ability

*Description:* See procurement documents

*Information about the second stage of a two-stage procedure:*

*The buyer reserves the right to award the contract on the basis of the initial tenders without any further negotiations*

#### 5.1.10 Award criteria

*Criterion:*

*Type:* Quality

*Description:* Quality

Weight (percentage, exact): 60

*Criterion:*

*Type:* Price

*Description:* Price

Weight (percentage, exact): 40

#### 5.1.11 Procurement documents

*Access to certain procurement documents is restricted*

*Information about restricted documents is available*

#### 5.1.12 Terms of procurement

*Terms of submission:*

*Electronic submission:* Allowed

*Address for submission:*

*Languages in which tenders or requests to participate may be submitted:* English

*Electronic catalogue:* Not allowed

*Variants:* Allowed

*Deadline for receipt of tenders:* 2024-03-27+01:00 12:00:00+01:00

*Deadline until which the tender must remain valid:* 12 MONTH

*Terms of contract:*

*Electronic invoicing:* Required

*Information about review deadlines:* Please note that EPO's procurement procedures are governed solely by EPO's own procurement rules. The relevant rules are described in the EPO's General Conditions of Tender, which are available at the EPO's website

#### 5.1.15 Techniques

*Framework agreement:*

Framework agreement, with reopening of competition

*Information about the dynamic purchasing system*

No dynamic purchase system

*Electronic auction:*

#### 5.1.16 Further information, mediation and review

*Review organisation:* See General Conditions of Tender

*Organisation providing additional information about the procurement procedure:* European Patent Organisation

*Organisation providing more information on the review procedures:* Procurement and Vendor Management

#### 5.1 Lot: LOT-0002

*Title:* The supply and installation of chairs

*Description:* See procurement documents

*Internal identifier:* LOT-0002

#### 5.1.1 Purpose

*Nature of the contract:* Supplies

*Main classification (cpv):* 39100000 Furniture

#### 5.1.2 Place of performance

*Postal address:* Patentlaan 2

*Town:* Rijswijk

*Postcode:* 2288EE

*Country:* Netherlands

*Additional information:*

#### 5.1.3 Estimated duration

*Start date:* 2024-05-31+02:00

*End date:* 2029-05-30+02:00

#### 5.1.6 General information

*Reserved participation:* Participation is not reserved.

*The names and professional qualifications of the staff assigned to perform the contract must be given:*

Not required

Procurement Project not financed with EU Funds.

*Additional information:* Proposals for variants, the effect of which would be to reduce significantly the rights and safeguards of the EPO, are not allowed. Questions submitted after the deadline for receipt of requests for clarification will not be answered. After expiry of the deadline, the questions submitted by others and the corresponding clarifications will be available in the BIDDING COCKPIT.

#### 5.1.9 Selection criteria

*Criterion:*

*Type:* Suitability to pursue the professional activity

*Description:* See procurement documents

*Criterion:*

*Type:* Economic and financial standing

*Description:* See procurement documents

*Criterion:*

*Type:* Technical and professional ability

*Description:* See procurement documents

*Information about the second stage of a two-stage procedure:*

*The buyer reserves the right to award the contract on the basis of the initial tenders without any further negotiations*

#### 5.1.10 Award criteria

*Criterion:*

*Type:* Quality

*Description:* Quality

*Weight (percentage, exact):* 60

*Criterion:*

*Type:* Price

*Description: Price*

*Weight (percentage, exact): 40*

#### *5.1.11 Procurement documents*

*Access to certain procurement documents is restricted*

*Information about restricted documents is available*

#### *5.1.12 Terms of procurement*

*Terms of submission:*

*Electronic submission: Allowed*

*Address for submission:*

*Languages in which tenders or requests to participate may be submitted: English*

*Electronic catalogue: Not allowed*

*Variants: Allowed*

*Deadline for receipt of tenders: 2024-03-27+01:00 12:00:00+01:00*

*Deadline until which the tender must remain valid: 12 MONTH*

*Terms of contract:*

*Electronic invoicing: Required*

*Information about review deadlines: Please note that EPO's procurement procedures are governed solely by EPO's own procurement rules. The relevant rules are described in the EPO's General Conditions of Tender, which are available at the EPO's*

#### *5.1.15 Techniques*

*Framework agreement:*

*Framework agreement, with reopening of competition*

*Information about the dynamic purchasing system*

*No dynamic purchase system*

*Electronic auction:*

#### *5.1.16 Further information, mediation and review*

*Review organisation: See General Conditions of Tender*

*Organisation providing additional information about the procurement procedure: European Patent Organisation*

*Organisation providing more information on the review procedures: Procurement and Vendor Management*

### *5.1 Lot: LOT-0003*

*Title: The supply and installation of canteen & kitchenette furniture*

*Description: See procurement documents*

*Internal identifier: LOT-0003*

#### *5.1.1 Purpose*

*Nature of the contract: Supplies*

*Main classification (cpv): 39100000 Furniture*

#### *5.1.2 Place of performance*

*Postal address: Patentlaan 2*

*Town:* Rijswijk

*Postcode:* 2288EE

*Country:* Netherlands

*Additional information:*

### 5.1.3 *Estimated duration*

*Start date:* 2024-05-31+02:00

*End date:* 2029-05-30+02:00

### 5.1.6 *General information*

*Reserved participation:* Participation is not reserved.

*The names and professional qualifications of the staff assigned to perform the contract must be given:*

Not required

Procurement Project not financed with EU Funds.

*Additional information:* Proposals for variants, the effect of which would be to reduce significantly the rights and safeguards of the EPO, are not allowed. Questions submitted after the deadline for receipt of requests for clarification will not be answered. After expiry of the deadline, the questions submitted by others and the corresponding clarifications will be available in the BIDDING COCKPIT.

### 5.1.9 *Selection criteria*

*Criterion:*

*Type:* Suitability to pursue the professional activity

*Description:* See procurement documents

*Criterion:*

*Type:* Economic and financial standing

*Description:* See procurement documents

*Criterion:*

*Type:* Technical and professional ability

*Description:* See procurement documents

*Information about the second stage of a two-stage procedure:*

*The buyer reserves the right to award the contract on the basis of the initial tenders without any further negotiations*

### 5.1.10 *Award criteria*

*Criterion:*

*Type:* Quality

*Description:* Quality

Weight (percentage, exact): 60

*Criterion:*

*Type:* Price

*Description:* Price

Weight (percentage, exact): 40

### 5.1.11 *Procurement documents*

*Access to certain procurement documents is restricted*

*Information about restricted documents is available*

### 5.1.12 *Terms of procurement*

*Terms of submission:*

*Electronic submission:* Allowed

*Address for submission:*

*submitted:* English

*Electronic catalogue:* Not allowed

*Variants:* Allowed

*Deadline for receipt of tenders:* 2024-03-27+01:00 12:00:00+01:00

*Deadline until which the tender must remain valid:* 12 MONTH

*Terms of contract:*

*Electronic invoicing:* Required

*Information about review deadlines:* Please note that EPO's procurement procedures are governed solely by EPO's own procurement rules. The relevant rules are described in the EPO's General Conditions of Tender, which are available at the EPO's website

#### 5.1.15 *Techniques*

*Framework agreement:*

Framework agreement, with reopening of competition

*Information about the dynamic purchasing system*

No dynamic purchase system

*Electronic auction:*

#### 5.1.16 *Further information, mediation and review*

*Review organisation:* See General Conditions of Tender

*Organisation providing additional information about the procurement procedure:* European Patent Organisation

*Organisation providing more information on the review procedures:* Procurement and Vendor Management

#### 5.1 *Lot:* LOT-0004

*Title:* The supply and installation of soft seating furniture

*Description:* See procurement documents

*Internal identifier:* LOT-0004

##### 5.1.1 *Purpose*

*Nature of the contract:* Supplies

*Main classification (cpv):* 39100000 Furniture

##### 5.1.2 *Place of performance*

*Postal address:* Patentlaan 2

*Town:* Rijswijk

*Postcode:* 2288EE

*Country:* Netherlands

*Additional information:*

##### 5.1.3 *Estimated duration*

*Start date:* 2024-05-31+02:00

*End date:* 2029-05-30+02:00

#### 5.1.6 *General information*

*Reserved participation:* Participation is not reserved.

*The names and professional qualifications of the staff assigned to perform the contract must be given:*

Not required

Procurement Project not financed with EU Funds.

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#### 5.1.9 *Selection criteria*

*Criterion:*

*Type:* Suitability to pursue the professional activity

*Description:* See procurement documents

*Criterion:*

*Type:* Economic and financial standing

*Description:* See procurement documents

*Criterion:*

*Type:* Technical and professional ability

*Description:* See procurement documents

*Information about the second stage of a two-stage procedure:*

*The buyer reserves the right to award the contract on the basis of the initial tenders without any further negotiations*

#### 5.1.10 *Award criteria*

*Criterion:*

*Type:* Quality

*Description:* Quality

Weight (percentage, exact): 60

*Criterion:*

*Type:* Price

*Description:* Price

Weight (percentage, exact): 40

#### 5.1.11 *Procurement documents*

*Access to certain procurement documents is restricted*

*Information about restricted documents is available*

#### 5.1.12 *Terms of procurement*

*Terms of submission:*

*Electronic submission:* Allowed

*Address for submission:*

*Languages in which tenders or requests to participate may be submitted:* English

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#### 5.1.15 *Techniques*

*Framework agreement:*

Framework agreement, with reopening of competition

*Information about the dynamic purchasing system*

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*Electronic auction:*

#### 5.1.16 *Further information, mediation and review*

*Review organisation:* See General Conditions of Tender

*Organisation providing additional information about the procurement procedure:* European Patent Organisation

*Organisation providing more information on the review procedures:* Procurement and Vendor Management

## 8. Organisations

### 8.1 ORG-7001

*Official name:* European Patent Organisation

*Registration number:* -

*Postal address:* Patentlaan 2

*Town:* Rijswijk

*Postcode:* 2288 EE

*Country:* Netherlands

*Contact point:* Procurement and Vendor Management

*Email:*

*Telephone:* +49 892399-4159

*Internet address:*

*Buyer profile:*

*Roles of this organisation:*

Buyer

Group leader

*Organisation providing additional information about the procurement procedure*

### 8.1 ORG-7004

*Official name:* See General Conditions of Tender

*Registration number:* -

*Postal address:* not applicable

*Town:* not applicable

*Country:* Netherlands

*Email:*

*Telephone:* +49 892399-4159

*Internet address:*

*Roles of this organisation:*

*Review organisation*

#### 8.1 ORG-7005

*Official name:* Procurement and Vendor Management

*Registration number:* -

*Postal address:* Bob-van-Benthem-Platz 1

*Town:* Munich

*Postcode:* 80298

*Country:* Germany

*Email:*

*Telephone:* +49 892399-4159

*Roles of this organisation:*

*Organisation providing more information on the review procedures*

## 11. Notice information

### 11.1 Notice information

*Notice identifier/version:* 1811631a-f8ee-4382-bf50-5ea7e5cd5d2b - 01

*Form type:* Competition

*Notice type:* Contract or concession notice – standard regime

*Notice dispatch date:* 2024-01-22+01:00 11:25:34+01:00

*Languages in which this notice is officially available:* English German, French

### 11.2 Publication information

*Notice publication number:* 00047930-2024

*OJ S issue number:* 17/2024

*Publication date:* 2024-01-24Z