
Germany-Frankfurt-am-Main: Provision of Office Copy Paper
2021/S 067-172691

Contract notice

Supplies

Legal Basis:
Directive 2014/24/EU

Section I: Contracting authority
I.1) Name and addresses
Official name: European Central Bank
Postal address: Sonnemannstrasse 22
Town: Frankfurt-am-Main
NUTS code: DE712 Frankfurt am Main, Kreisfreie Stadt
Postal code: 60314
Country: Germany
Contact person: Central Procurement Office
E-mail: procurement@ecb.europa.eu
Telephone: +49 69/13440
Fax: +49 69/13447110
Internet address(es):
Main address: http://www.ecb.europa.eu

I.3) Communication
The procurement documents are available for unrestricted and full direct access, free of charge, at: http://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: http://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html
Tenders or requests to participate must be submitted to the abovementioned address

I.4) Type of the contracting authority
European institution/agency or international organisation

I.5) Main activity
Economic and financial affairs

Section II: Object
II.1) Scope of the procurement
II.1.1) Title:
Provision of Office Copy Paper
Reference number: PRO-005439

II.1.2) Main CPV code
30197630 Printing paper

II.1.3) Type of contract
Supplies
II.1.4) **Short description:**
The ECB is looking for suppliers to provide several types of paper different in color, weight and size, which will be required and used in different black/white and color printers, copiers and fax machines (both ink and laser). The ECB intends to award up to three framework agreements with a ranking list (one main contractor and 1-2 back-ups). The contract duration is envisaged to be 48 months. In addition to the basic paper paper requirements, the ECB is looking for suppliers who can provide a general product catalogue of a variety of paper products.
As an institution committed to the protection of the environment, eco-labeled products and environmental certifications are necessary.

II.1.5) **Estimated total value**
Value excluding VAT: 660 000.00 EUR

II.1.6) **Information about lots**
This contract is divided into lots: no

II.2) **Description**

II.2.2) **Additional CPV code(s)**
30197643 Photocopier paper
30199000 Paper stationery and other items

II.2.3) **Place of performance**
NUTS code: DE7 Hessen

II.2.4) **Description of the procurement:**
The ECB is seeking Contractors for the provision of office copy and printing paper for the ECB premises, serving approximately 5 000 staff members. The estimated volume of purchases is further explained in the tender documentation. The ECB however does not commit to buy any minimum quantity.

II.2.5) **Award criteria**
Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**
Value excluding VAT: 660 000.00 EUR

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**
Duration in months: 48
This contract is subject to renewal: no

II.2.10) **Information about variants**
Variants will be accepted: no

II.2.11) **Information about options**
Options: no

II.2.13) **Information about European Union funds**
The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14) **Additional information**

Section III: Legal, economic, financial and technical information

III.1) **Conditions for participation**

III.1.1) **Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**
List and brief description of conditions:
As stated in the procurement documents.
III.1.2) Economic and financial standing
Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability
Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions:
In line with the terms and conditions of the draft contract. See details in the procurement documents.

Section IV: Procedure

IV.1) Description

IV.1.1) Type of procedure
Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system
The procurement involves the establishment of a framework agreement
Framework agreement with several operators
Envisaged maximum number of participants to the framework agreement: 3

IV.1.8) Information about the Government Procurement Agreement (GPA)
The procurement is covered by the Government Procurement Agreement: no

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate
Date: 30/04/2021
Local time: 12:00

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4) Languages in which tenders or requests to participate may be submitted:
English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender
Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders
Date: 03/05/2021
Local time: 12:00

Section VI: Complementary information

VI.1) Information about recurrence
This is a recurrent procurement: no

VI.2) Information about electronic workflows
Electronic invoicing will be accepted

VI.3) Additional information:
This tender procedure is conducted via the ECB’s electronic tendering system (e-tendering) which can be accessed via the following internet address:


If you have not used the ECB’s electronic tendering system before, you need to register via the above link (click on ‘Register’). Subsequently to the registration, you will receive an automated notification with your user credentials to log in (click on ‘Login’) and to access the tender documentation. Please note that:

— a registration to the above system is only required once and you can reuse your user credentials in all future procedures of the ECB which are conducted via the above system. Therefore, please keep your user credentials for the future;

— in case you should have participated in previous ECB tender procedure(s) in the past which were conducted via the ECB’s prior online system, you nevertheless need to register once to the ECB’s electronic tendering system under the above address;

— your mere registration does not constitute an application/tender. You must submit your application/tender via the ECB’s electronic tendering system as further instructed in the application/tender documentation.

The system reference number for the above procurement is: RFX-PT-2021-000020: PRO-005439 Provision of copy paper.

To download the tender documents, log on to the ECB's electronic tendering system with your login and password. Expand the field ‘Public Tenders – Upcoming Events’. Click on ‘Click to request an invitation to this event’ for the above procedure and close the new window which opens. Once the request is completed (this can take a few minutes), the status of the participation request will change to ‘invited’ and the RFx documentation will be accessible via the RFx tab.

Under the above link you also find user guides for detailed information on how to use the system and contact details for technical support.

Should you require technical help when using the system, please contact the ECB's technical support team at sourcing.support@ecb.europa.eu by quoting the reference number and the problem experienced.

Any other queries relating to this procurement procedure and the content of the procurement documentation shall be submitted as message via the ECB’s e-tendering system (under the tab ‘Discussion’).

The ECB endeavors to answer all queries as quickly as possible but cannot guarantee a minimum time response. The ECB shall not be bound to reply to queries received less than seven calendar days before the time-limit for the submission of tenders.

The tender procedure shall be open on equal terms to all natural or legal persons resident or located in the European Union and to all natural and legal persons resident or located in a country which has ratified the World Trade Organisation Agreement on Government Procurement or has concluded with the European Union a bilateral agreement on procurement under the conditions laid down in the said agreements.


VI.4) Procedures for review

VI.4.1) Review body
Official name: Procurement Review Body of the European Central Bank, c/o Legal Advice Team
Postal address: Sonnemannstrasse 22
Town: Frankfurt-am-Main
Postal code: 60314
Country: Germany
Telephone: +49 6913440
Fax: +49 6913446886
Internet address: http://www.ecb.europa.eu

VI.4.2) Body responsible for mediation procedures
Official name: The European Ombudsman
Postal address: 1 avenue du Président Robert Schuman, CS 30403
Town: Strasbourg Cedex
Postal code: 67001
Country: France

VI.4.3) Review procedure
Precise information on deadline(s) for review procedures:
Within 10 days of receipt of the notification in accordance with Article 34(1) or the first sentence of Article 34(3) of Decision ECB/2016/2 laying down the Rules on Procurement, as amended. Further requirements are outlined in Article 39 of this Decision. A complaint to the European Ombudsman does not affect the deadline for lodging appeals.

VI.4.4) Service from which information about the review procedure may be obtained
Official name: Central Procurement Office of the European Central Bank
Postal address: Sonnemannstrasse 22
Town: Frankfurt-am-Main
Postal code: 60314
Country: Germany
E-mail: procurement@ecb.europa.eu
Telephone: +49 6913440
Fax: +49 6913447110
Internet address: http://www.ecb.europa.eu

VI.5) Date of dispatch of this notice:
26/03/2021