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Denmark-Copenhagen: Library books

2014/S 247-435922

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

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

Danish National Art Library
Nyhavn 2, P.O. Box 1053
Attn.: Steen Søndergaard Thomsen
DK-1007 Copenhagen K
DENMARK
Telephone: +45 33744802
E-mail: dkb@kunstbib.dk

Internet address(es):

General address of the contracting authority: <http://kunstbib.dk>

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

Ministry or any other national or federal authority, including their regional or local sub-divisions

I.3) Main activity

General public services
Recreation, culture and religion

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:

Procurement, labelling, packaging, and shipping of books, journals and catalogue items to the Danish National Art Library.

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

Supplies

Main site or location of works, place of delivery or of performance: Copenhagen.

NUTS code DK01

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: 3

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT: DKK 3,200,000

II.1.5) **Short description of the contract or purchase(s)**

Tender for framework agreement for the procurement, labelling, packaging and delivery of books, journals and catalogue items from English-speaking and Western European countries. The books and journals under the framework agreement will principally cover such subjects as Architecture, the Visual Arts, Art History, Photography and Museology.

II.1.6) **Common procurement vocabulary (CPV)**

22113000, 22110000, 22211000, 22200000, 60161000

II.1.7) **Information about Government Procurement Agreement (GPA)**

The contract is covered by the Government Procurement Agreement (GPA): yes

II.1.8) **Lots**

This contract is divided into lots: no

II.1.9) **Information about variants**

Variants will be accepted: no

II.2) **Quantity or scope of the contract**

II.2.2) **Information about options**

Options: yes

Description of these options: Procurement of electronic journals.

II.2.3) **Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts: in months: 12 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1) **Conditions relating to the contract**

III.1.1) **Deposits and guarantees required:**

In general, any requirements for the provision of security and guarantees will be set out in the tender dossier.

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

The terms and conditions for financing and payment will be set out in the tender dossier.

Moreover, we refer tenderers to the rules for mandatory electronic invoicing and options related to electronic order submissions as set out in Danish Consolidated Act No 798 of 28 June 2007 on public payments, etc. as amended (available at www.retsinformation.dk).

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

No special legal form is required. In the event that the contract is awarded to an association of financial actors (e.g. a consortium), the association's participants shall be jointly and severally liable and designate a joint, duly authorised representative.

III.1.4) **Other particular conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: The contract will include a provision relating to ILO 94 labour clause compliance.

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 compliance with requirements: The following documents shall be included in the request:

- Either an affidavit relating to whether the applicant has any unpaid, overdue liabilities in respect of the public sector under the Danish Act on restricting debtors' options for participating in public procurement procedures and on amendments to certain other statutes (available at www.retsinformation.dk). The Contracting Authority has prepared an affidavit template (available at <http://www.kunstabib.dk>).
- Or a service certificate with the same information issued by the Danish Business Authority.
- Or a service certificate with the same information issued by a corresponding non-Danish government agency.

Please note that a certificate issued by a non-Danish government agency may have to be supplemented by an affidavit certifying to conditions not covered by the certificate in question (e.g. on the undertaking's performance of its obligations in Denmark).

It is important that the affidavit/service certificate pertain to the legal entity (e.g. company) that is submitting the request.

For associations of undertakings (e.g. a consortium), information shall be submitted for each constituent undertaking in the association.

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

Information and formalities necessary for evaluating if the requirements are met: Information and formalities necessary for evaluating requirement conformance: Financial and economic capabilities:

Because it is of material significance that the Applicant's undertaking remains in existence for the entire term of the agreement, the Contracting Authority will enter into a framework agreement solely with financially sound undertakings.

Documentation:

In support of the Applicant's financial and economic capabilities, the Applicant shall enclose the following materials with his application for participation:

(a) Balance sheet of the undertaking.

(b) Statement of turnover, solvency ratio and operating margin for the past three (3) available financial years. If the applicant has been in existence for less than three (3) years, he shall enclose information for the available number of financial years.

(c) Disclosure relating to the number of sold books in 2011, 2012, and 2013.

Applicants who do not have access to balance sheets shall provide a statement or other materials from their financial institutions that can document their financial and economic capabilities.

Documentation shall be enclosed with all applications for participation.

For associations of undertakings (e.g. a consortium), information shall be provided for each constituent undertaking in the association.

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:

Information and formalities necessary for evaluating requirement conformance:

Technical capabilities:

It is critical for the Contracting Authority that the Applicant has the requisite technical capabilities to perform the activities in question.

Documentation:

In support of the Applicant's technical capabilities, the Applicant shall enclose the following materials:

(a) A list of the most significant, comparable projects that the Applicant has completed over the course of the past three (3) calendar years specifying the times for such projects and the name and telephone number of the recipient;

(b) A list of publishers with whom the Applicant has entered into fixed agreements for deliveries;

(c) A list of distributors with whom the Applicant has entered into fixed agreements;

(d) Information about the Applicant's organisation, especially information about the person or the body that is responsible for quality control, including the number of employees over the past three (3) calendar years;

(e) Information about the Applicant's support organisation, including the number of dedicated support staff in the undertaking;

(f) Information about the Applicant's IT organisation, including the number of dedicated IT staff in the undertaking, including information about which share of the undertaking's total costs are spent on IT operations annually;

(g) A flow chart of book deliveries from when an order is submitted by the Contracting Authority until the book is delivered to the Contracting Authority. This flow chart shall contain information about the flow of goods and the electronic flow of information, and about how each of the departments referred to in (d), (e) and (f) participates and which items it performs;

(h) Description of the Applicant's policy as it relates to online procurement system uptimes and response times as well as information about the number of individual users of the Applicant's online procurement system in 2014; and

(i) Information whether the Applicant has the capacity to submit a tender for the tendered book procurement.

The information shall be enclosed with all applications for participation.

For associations of undertakings (e.g. a consortium), information shall be provided for each constituent undertaking in the association.

Minimum level(s) of standards possibly required:

At a minimum, the Applicant shall have documented experience with the delivery of books from English-language and western European countries;

At a minimum, the Applicant shall offer search capabilities and online ordering via a single standard web interface; Online ordering shall be integrated with the Applicant's database via the web interface;

At a minimum, the Applicant shall have documented experience with delivery of individual books and journals;

At a minimum, the Applicant shall have the capability to perform special quick deliveries;
At a minimum, the Applicant shall have the capability to prevent duplicative ordering;
At a minimum, the Applicant shall have the capability to search delivery history;
At a minimum, the Applicant shall have the capability to deliver catalogue items in MARC 21 formats;
At a minimum, the Applicant shall have the capability to provide labelling;
At a minimum, the Applicant shall have the capability to prepare materials for lending in-house;
At a minimum, the Applicant shall have university libraries in his customer portfolio; and
At a minimum, the Applicant shall have the capability to handle monthly invoicing.

Section IV: Procedure

IV.1) Type of procedure

IV.1.1) Type of procedure

Restricted

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate

Envisaged number of operators: 5

Objective criteria for choosing the limited number of candidates: The number of applicants that will be asked to submit tenders will be narrowed upon determining which applicants have documented the most relevant deliveries (references) in relation to the performances covered by the contract. The Contracting Authority will look particularly favourably upon an Applicant's documented experience with the delivery of books and journals for the humanities at universities. The Contracting Authority will look unfavourably upon applicants who can document experience only with e-publications.

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

No

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

12.02.2015 - 12:00

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up

Danish. English.

Section VI: Complementary information

VI.4) Procedures for appeal

VI.4.1) Body responsible for appeal procedures

Klagenævnet for Udbud

(The Danish Complaints Board for Public Procurement)

Dahlerups Pakhus, Langelinie Allé 17

DK-2100 Copenhagen Ø

DENMARK

E-mail: klfu@erst.dk

Telephone: +45 35291000

Internet address: <http://klfu.dk>

VI.4.2) Lodging of appeals

Precise information on deadline(s) for lodging appeals: Under the Danish Act on the Enforcement of Procurement Rules, etc. (available at www.retsinformation.dk), appeals may be lodged by the following deadlines: Appeals relating to failure to prequalify must be lodged with the Complaints Board for Public Procurement within 20 calendar days calculated from the day after the date that the Contracting Authority transmitted its prequalification notification to the relevant applicants, provided the notification contains a brief description of the relevant reasons for the decision.

Appeals related to tenders must otherwise be lodged with the Complaints Board for Public Procurement no later than:

(1) 45 calendar days after the Contracting Authority has published a notice in the Official Journal of the European

Union that the Contracting Authority has entered into a contract. The deadline is calculated from the day after the date on which the notice has been published.

(2) 30 calendar days calculated from the day after the date on which the Contracting Authority has notified relevant tenderers that a contract based on a framework agreement with reopening competition or a dynamic procurement system has been entered into, if the notification contains a brief description of the relevant reasons for the decision.

(3) 6 months after the Contracting Authority has entered into a framework agreement calculated from the day after the date on which the Contracting Authority has notified relevant applicants and tenderers, cf. section 2(2) of the Act. The petitioner shall notify the Contracting Authority that an appeal will be lodged with the Complaints Board and whether the appeal will be lodged during the standstill period, cf. section 3(1) of the Act, no later than when it is lodged. In the event the appeal is not lodged during the standstill period, the petitioner shall also specify whether he is requesting suspensory relief, cf. section 12(1) of the Act.

The e-mail for the Complaints Board for Public Procurement is listed in section VI.4.1).

The Complaints Board for Public Procurement's appeals instructions are available at www.klfu.dk

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

Konkurrence- og Forbrugerstyrelsen

(The Danish Competition and Consumer Authority)

Carl Jacobsens Vej 35

DK-2500 Valby

DENMARK

E-mail: kfst@kfst.dk

Telephone: +45 41715000

Internet address: <http://kfst.dk>

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

18.12.2014