

Czechia – Catering services for other enterprises or other institutions – Procurement Procedure for the Provision of Catering Services to EUSPA HQ**OJ S 30/2025 12/02/2025****Contract or concession notice – standard regime
Services**

1. Buyer**1.1. Buyer**

Official name: European Union Agency for the Space Programme

Email: tenders@euspa.europa.eu

Legal type of the buyer: EU institution, body or agency

Activity of the contracting authority: General public services

2. Procedure**2.1. Procedure**

Title: Procurement Procedure for the Provision of Catering Services to EUSPA HQ

Description: The subject matter of the procurement procedure is the provision of catering services at EUSPA Headquarters (Janovského 438/2, Prague, Czech Republic) and, if required, outside of the premises within a maximum distance of 50 km. The Agency will conclude with the selected tenderers multiple framework contracts in cascade (with maximum 3 (three) contractors) (hereinafter referred to as “the Contract”, “Framework Contract”, or “FWC”) for the provision of the services. The FWC shall have a maximum total duration of four years. The items to be provided include, but are not limited to, coffee and beverages, finger food, warm lunches and dinners, food boxes, in the context of conferences, meetings, formal receptions, etc.

Procedure identifier: fff29919-9865-4c55-ac49-0c929f340877

Internal identifier: EUSPA/PRG/2025/OP/0004

Type of procedure: Open

2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 55523000 Catering services for other enterprises or other institutions

2.1.4. General information

Additional information: Please note that the reference to Financial Regulation (EU, Euratom) 2018/1046 under Section 2.1.4 of the Contract Notice (as published and as amended) shall read as a reference to Regulation (EU, Euratom) 2024/2509. In case of unavailability or disruptions in the functioning of the electronic means of communication provided in Section 5.1.11 in the last 5 calendar days before the time limit for receipt indicated in Section 5.1.12, the contracting authority reserves the right to extend this time limit and publish the extension at the Internet address provided in Section 5.1.11, without a preceding publication of a corrigendum to this notice. Economic operators interested in this procurement are invited to subscribe to the call for tenders at the address in Section 5.1.11 in order to get notified when new information or documents are published.

Legal basis:

Regulation (EU, Euratom) 2018/1046

2.1.6. Grounds for exclusion

Bankruptcy: For the full list of exclusion grounds please consult the procurement documents.

5. Lot

5.1. Lot: LOT-0001

Title: Procurement Procedure for the Provision of Catering Services to EUSPA HQ

Description: The subject matter of the procurement procedure is the provision of catering services at EUSPA Headquarters (Janovského 438/2, Prague, Czech Republic) and, if required, outside of the premises within a maximum distance of 50 km. The Agency will conclude with the selected tenderers multiple framework contracts in cascade (with maximum 3 (three) contractors) (hereinafter referred to as “the Contract”, “Framework Contract”, or “FWC”) for the provision of the services. The FWC shall have a maximum total duration of four years. The items to be provided include, but are not limited to, coffee and beverages, finger food, warm lunches and dinners, food boxes, in the context of conferences, meetings, formal receptions, etc.

Internal identifier: EUSPA/PRG/2025/OP/0004

5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 55523000 Catering services for other enterprises or other institutions

5.1.3. Estimated duration

Duration: 48 Months

5.1.4. Renewal

The buyer reserves the right for additional purchases from the contractor, as described here: The framework contract is concluded for an initial period of 12 (twelve) months, renewable 3 (three) time(s). Please consult the draft framework contract in the procurement documents.

5.1.6. General information

Reserved participation: Participation is not reserved.

Procurement Project fully or partially financed with EU Funds.

Information about European Union funds

EU funds programme: European Space Programme (2021/2027)

The procurement is covered by the Government Procurement Agreement (GPA): no

Information about previous notices:

Identifier of the previous notice: 644897-2024

5.1.9. Selection criteria

Criterion:

Type: Suitability to pursue the professional activity

Description: Please consult the procurement documents.

Criterion:

Type: Economic and financial standing

Description: Please consult the procurement documents.

Criterion:

Type: Technical and professional ability

Description: Please consult the procurement documents.

5.1.10. Award criteria

Criterion:

Type: Quality

Description: Please consult the procurement documents.

Weight (percentage, exact): 60

Criterion:

Type: Price

Description: Please consult the procurement documents.

Weight (percentage, exact): 40

5.1.11. Procurement documents

Deadline for requesting additional information: 12/03/2025

Address of the procurement documents: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/fff29919-9865-4c55-ac49-0c929f340877-CN?#anchorDocuments>

Ad hoc communication channel:

Name: Funding and Tenders Portal

URL: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/fff29919-9865-4c55-ac49-0c929f340877-CN?#anchorDocuments>

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://webgate.ec.europa.eu/digit/opsys/esubmission?cftUuid=fff29919-9865-4c55-ac49-0c929f340877>

Languages in which tenders or requests to participate may be submitted: Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

Electronic catalogue: Not allowed

Deadline for receipt of tenders: 20/03/2025 17:00:59 (UTC+1)

Deadline until which the tender must remain valid: 9 Months

Information about public opening:

Opening date: 21/03/2025 12:00:00 (UTC+1)

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Allowed

Electronic ordering will be used: no

Electronic payment will be used: yes

5.1.15. Techniques

Framework agreement: Framework agreement, without reopening of competition

Information about the dynamic purchasing system: No dynamic purchase system

5.1.16. Further information, mediation and review

Review organisation: Court of Justice of the European Union

TED eSender: European Commission

8.1. ORG-0001

Official name: European Union Agency for the Space Programme

Registration number: EUSPA

Department: EUSPA.OED - EXECUTIVE DIRECTOR,EUSPA.OED.01 - OFFICE OF THE EXECUTIVE DIRECTOR

Postal address: Janovského 438/2, Prague 7 – Holesovice

Town: Prague

Postcode: 170 00

Country subdivision (NUTS): Hlavní město Praha (CZ010)

Country: Czechia

Email: tenders@euspa.europa.eu

Telephone: +420 234 766 000

Internet address: <https://www.euspa.europa.eu/about/how-we-work/procurement>

Roles of this organisation:

Buyer

8.1. ORG-0002

Official name: Court of Justice of the European Union

Registration number: CURIA

Postal address: Rue du Fort Niedergrünwald

Town: Luxembourg

Postcode: L-2925

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Email: GC.Registry@curia.europa.eu

Telephone: +352 4303-1

Internet address: <http://curia.europa.eu>

Roles of this organisation:

Review organisation

8.1. ORG-0003

Official name: European Commission

Registration number: EUCOM

Postal address: Mondrian (CDMA), Rue du Champ de Mars 21

Town: Brussels

Postcode: B-1050

Country subdivision (NUTS): Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad (BE100)

Country: Belgium

Email: tenders@euspa.europa.eu

Telephone: +32 2 299 11 11

Internet address: <https://commission.europa.eu/>

Roles of this organisation:

TED eSender

11. Notice information

11.1. Notice information

Notice identifier/version: 609bc1bf-9992-4a70-a213-5ff7b337e43c - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice subtype: 16

Notice dispatch date: 11/02/2025 09:27:45 (UTC+1)

Languages in which this notice is officially available: English

11.2. Publication information

Notice publication number: 96391-2025

OJ S issue number: 30/2025

Publication date: 12/02/2025