1 Buyer

1.1 Buyer

Official name: European Union Agency for the Space Programme
Legal type of the buyer: EU institution, body or agency
Activity of the contracting authority: General public services

2 Procedure

2.1 Procedure

Title: EUSPA/OP/06/23 - Provision of Express Courier and Mail Services for EUSPA (all sites included)
Description: Pick-up and delivery services (within 1 or 5 business days) of mail and parcels (from < 1 up to 30 kg and oversized over 30 kg) from any EU Member State to any EU Member State or to any other European or global destination. The aforementioned services shall include the packaging, shipment and insurance of documents, non-documents, non-dangerous goods, dangerous goods in limited quantities and dangerous good in excepted quantities.
Procedure identifier: 544603a7-6de2-46d5-96ba-0b525e4781e7
Internal identifier: EUSPA/MAD/2023/OP/0002
Type of procedure: Open

2.1.1 Purpose

Main nature of the contract: Services
Main classification (cpv): 64120000 Courier services

2.1.3 Value

Estimated value excluding VAT: 450 000 EUR

2.1.4 General information

Additional information: 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. The purpose of the invitation to tender is the provision of express courier and mail services for the premises of the EUSPA in all its sites among countries of the European Union, covering globally the Agency’s needs for such services. At the moment, the EUSPA's premises are located in the following sites: • EUSPA's Headquarters and Zelenec Data Centre: Prague, CZECH REPUBLIC, • Galileo Security Monitoring Centre (GSMC-FR): Saint-Germain-en-Laye, FRANCE, • SAR/Galileo Data Service Provider (SGDSP): Toulouse, FRANCE, • Galileo Security Monitoring Centre (GSMC-ES): San Martin de la Vega, Madrid, SPAIN, • European GNSS Service Centre (GSC): Torrejon de Ardoz, Madrid, SPAIN, • Galileo Reference Centre (GRC): Noordwijk, THE NETHERLANDS, • Galileo Control Centre (GCC): Fucino, ITALY, • Galileo Control Centre (GCC): Oberpfaffenhofen, GERMANY, • Galileo Integrated Logistic Support Centre (GILSC): Brussels, BELGIUM. However, in the near future the EUSPA's premises are expected to be expanded in more locations across the Member States of the European Union.

https://ted.europa.eu/TED
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 technical ID: LOT-0001
Title: EUSPA/OP/06/23 - Provision of Express Courier and Mail Services for EUSPA (all sites included)
Description: Pick-up and delivery services (within 1 or 5 business days) of mail and parcels (from < 1 up to 30 kg and oversized over 30 kg) from any EU Member State to any EU Member State or to any other European or global destination. The aforementioned services shall include the packaging, shipment and insurance of documents, non-documents, non-dangerous goods, dangerous goods in limited quantities and dangerous good in excepted quantities.
Internal identifier: EUSPA/MAD/2023/OP/0002

5.1.1 Purpose
Main nature of the contract: Services
Main classification (cpv): 64120000 Courier services

5.1.3 Estimated duration
Duration: 48 MONTH

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.

5.1.5 Value
Estimated value excluding VAT: 450 000 EUR

5.1.6 General information
Reserved participation: Participation is not reserved.
Procurement Project fully or partially financed with EU Funds.
Information about previous notices:
Identifier of the previous notice: 00612439-2023

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

https://ted.europa.eu/TED
**Description:** Please consult the procurement documents.

Weight (percentage, exact): **30**

**Criterion:**

Type: Price

**Description:** Please consult the procurement documents.

Weight (percentage, exact): **70**

### 5.1.11 Procurement documents

**Deadline for requesting additional information:** 2024-02-12+01:00

**Address of the procurement documents:** [https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/544603a7-6de2-46d5-96ba-0b525e4781e7-CN?#anchorDocuments](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/544603a7-6de2-46d5-96ba-0b525e4781e7-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/544603a7-6de2-46d5-96ba-0b525e4781e7-CN?#anchorDocuments](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/544603a7-6de2-46d5-96ba-0b525e4781e7-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=544603a7-6de2-46d5-96ba-0b525e4781e7](https://webgate.ec.europa.eu/digit/opsys/esubmission?cftUuid=544603a7-6de2-46d5-96ba-0b525e4781e7)

**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:** 2024-02-20+01:00 18:00:59+01:00

**Deadline until which the tender must remain valid:** 6 MONTH

**Information about public opening:**

**Opening date:** 2024-02-22+01:00 11:00:00+01:00

**Terms of contract:**

**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 Organisations

#### 8.1 ORG-0001

**Official name:** European Union Agency for the Space Programme

**Registration number:** EUSPA

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[https://ted.europa.eu/TED](https://ted.europa.eu/TED)
Department: EUSPA.OED - EXECUTIVE DIRECTOR, EUSPA.OED.ADM - ADMINISTRATION, EUSPA.OED.ADM.ITF - ICT & FACILITY MANAGEMENT AND LOGISTICS

Postal address: INTA Campus La Marañosa, Ctra. M-301, Km 10, 500, San Martín de la Vega
Town: Madrid
Postcode: 28330
Country subdivision (NUTS): Madrid (ES300)
Country: Spain
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 Niedergrünewald
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
Town: Brussels
Postcode: B-1049
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

10 Change

Version of the previous notice to be changed: 00f26982-41e9-49dd-80a8-91a6571ad9f1-01
Main reason for change: Information updated
Description: Extension of the deadline for submission of tenders.

11 Notice information
11.1 Notice information
Notice identifier/version: 1901de59-d870-48f3-99f3-d83e35955db4 - 01
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice dispatch date: 2024-01-24+01:00 13:25:56+01:00
Languages in which this notice is officially available: English

11.2 Publication information