

## i- CALL FOR TENDERS

**Call for Tenders No.:** ECTL\_SRC\_220046

**Title:** Acquisition, delivery and installation of heavy duty operational chairs

**General:** EUROCONTROL\* is an intergovernmental organisation with 41 Member and 2 Comprehensive Agreement States. We are committed to building, together with our partners, a Single European Sky that will deliver the air traffic management (ATM) performance required for the twenty-first century and beyond.

**Technical subject matter:** The EUROCONTROL Agency is building a new Operations (OPS) Centre at its premises in Brussels/Haren. For the interior fittings a total of 122 heavy duty chairs are needed for the operational staff being in use 24/7-24/7. The interior fittings will commence in January 2023, by when the delivery and installation of the chairs is needed.

The new OPS Centre is part of a wider programme extending to 2029, to completely renew the Network Manager systems landscape, for which the new OPS Centre will be the infrastructural platform. Therefore, the timely completion of the Centre is of utmost strategic importance for the Agency.

**Main selection, assessment and award criteria:**

TECHNICAL CAPACITY CRITERIA
Experience in the field of large supply for this type of heavy-duty chairs
Official distributor of the BMA SECUR24 PRO; Type: AX-SPH-STchair

TECHNICAL ASSESSMENT CRITERIA
Compliance with all the requirement mentioned in the technical specifications including the selected options for the chairs as per the technical specifications document
Compliance with standards: EN 1335-1/1335-2/1335-3 BS 5459-2/2000
Delivery Time schedule: Delivery of all chairs at EUROCONTROL premises in Brussels on 31 January 2023.
A personalised demonstration for a correct use of chairs for the staff: 4 sessions might be necessary
An instruction manual in at least English and French is included with every ergonomic office chair
3 years of guarantee (parts and labour included) should be given starting from the date of acceptance and the goods delivered and work performed

### SUPPORTING EUROPEAN AVIATION

**Member States:** Albania, Armenia, Austria, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Monaco, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Republic of Moldova, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Türkiye, Ukraine, United Kingdom.

**Comprehensive Agreement States:** Israel, Morocco.

Preventive maintenance: once per year and per chair (parts and labour included)
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Hygienic cleaning of the seats once per year and per seat (parts and labour included)
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The economically most advantageous offer will be established in accordance with the following:

The Technically compliant Tender with the Lowest Contract Price will be considered as the best choice for contract award.

**Tender closing date:** 28-09-2022 at 15:00 CET

**Point of Contact:** If you wish to receive the Call for Tenders please see the “Important Notice” below and if you have any other related questions, please contact:

Armelle DUPUY

NMD/BCS/PROC

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**If this Call for Tenders should interest you, please read the important information below:**

### **IMPORTANT NOTICE**

The full i-Call for Tenders documentation is in electronic format (.pdf).

If you wish to obtain the i-Call for Tenders documentation please read and follow carefully the instructions below:

1. If you are already registered in the EUROCONTROL Supplier Portal, you can search for this Call for Tenders, and its relevant documentation, in the “*View Active Negotiations*” section of the Supplier Portal.
2. If you are not yet registered as a EUROCONTROL supplier, please follow the process described on the following link: <https://www.eurocontrol.int/portal/new-supplier-portal>
3. EUROCONTROL accepts no responsibility whatsoever for the completeness, accuracy and/or timeliness of the transmission of the electronic documents (nor for the electronic documents themselves).
4. Submission of tenders shall be made electronically and shall be exclusively made in strict accordance with the instructions given in the tendering documentation.
5. You may:
  - a) print out the documents;
  - b) forward the documents further on a strictly need to know basis (always fully acknowledging the source, i.e. EUROCONTROL), and
  - c) use print-outs of the electronic i-Call for Tenders documents for the submission of tenders (especially the Price Offer Form ref: I-TSF-E).
6. You may not:
  - a) modify, edit and/or change the electronic documents other than to submit the required info and to sign/stamp where required;
  - b) transmit such documents to any third person who has no need to know them;
  - c) post such documents on any private or public website;
  - d) alter the originating source (EUROCONTROL) and or copyright signs etc., and
  - e) transmit the documents without indication of the source.

**An environmental notice:**

With a view to reduce the exponential growth of paper consumption, we would invite you only to print out electronic documents received and/or request paper copies of the price enquiry documentation if you are actually considering to submit a tender.