

**Invitation to tender**

**procurement procedure N° EMSA/NEG/22/2014**

**for Painting services in the EMSA building**

**Subject & requirements**

The European Maritime Safety Agency (EMSA) is launching an invitation to tender regarding the repairing and painting of some areas of its main building.

The requirements are:

**Offices and meeting rooms - Skirting boards and walls:**

• Office 01.22	15,00 m <sup>2</sup>
• Office 01.20	2,50 m <sup>2</sup>
• Office 01.18	2,50 m <sup>2</sup>
• Office 01.16	7,50 m <sup>2</sup>
• Office 01.15	7,50 m <sup>2</sup>
• Meeting room 01.13	10,00 m <sup>2</sup>
• Meeting room 01.06	15,00 m <sup>2</sup>
• Office 2.16	2,50 m <sup>2</sup>
• Office 2.23	2,50 m <sup>2</sup>
• Office 2.46	5,00 m <sup>2</sup>
• Training room 2.60	10,00 m <sup>2</sup>
• Training room 3.13	10,00 m <sup>2</sup>
• Cafeteria room 3.47 A	18,00 m <sup>2</sup>

**Offices and meeting rooms - Window sills, skirting boards and walls:**

• Office 00.11	2,50 m <sup>2</sup>
• Office 00.12	2,50 m <sup>2</sup>
• Office 00.13	2,50 m <sup>2</sup>
• Office 00.17	2,50 m <sup>2</sup>
• Office 00.63	15,00 m <sup>2</sup>

**Garage storage room - Closets:** 10,00 m<sup>2</sup>

**Corridors and common areas - Pillars:**

• Floor -1	113,00 m <sup>2</sup>
• Floor 0	113,00 m <sup>2</sup>
• Floor 1	100,00 m <sup>2</sup>
• Floor 2	100,00 m <sup>2</sup>
• Floor 3	100,00 m <sup>2</sup>

• **Kitchen - Door:** 10,00 m<sup>2</sup>+ application of steel sheet 0.16m<sup>2</sup>

TOTAL of areas to be intervened: **679,00 m<sup>2</sup>**

**All works shall include:** the protection of the areas to intervene, removal of damaged and loose materials, opening the existing cracks in the surfaces to intervene, reconstitution of stucco and preparing base for paint application, application of **water-based**

	<p><b>matt paint in 2 coats</b>, cleaning the area of intervention, and removal of surplus materials.</p> <p>The contractor shall also ensure that tasks are carried out without detriment to the general functioning of EMSA services and shall be responsible for any damage caused to the buildings and external areas. Some tasks may have to be carried out on weekends or outside the Agency's working hours.</p> <p>The price offer must be all inclusive (include the costs of the all works, materials and transport).</p>
<b>Deadline to submit bid</b>	<b>03 June 2014, 17:00h</b>
<b>Manner of submission of bid</b>	By email: <a href="mailto:NEG222014@emsa.europa.eu">NEG222014@emsa.europa.eu</a>
<b>Max value contract</b>	6,000 Euro excluding VAT
<b>Type of contract</b>	Purchase Order
<b>Duration contract</b>	Execution within 45 calendar days from contract signature
<b>Contract management responsible body</b>	Unit A.2,3, in charge of Facility and Logistics Contact person: Mr Francisco Baraona
<b>Contact</b>	<a href="mailto:NEG222014@emsa.europa.eu">NEG222014@emsa.europa.eu</a>
<b>On-site visit</b>	Site visits are possible between 23/05/2014 and 28/05/2014. To request a visit please send a written request to <a href="mailto:NEG222014@emsa.europa.eu">NEG222014@emsa.europa.eu</a> before 27/05/2014.
<b>Selection criteria</b>	<p><b>Paint to be used</b> (technical sheets for the proposed products must be delivered with the bid):</p> <ul style="list-style-type: none"> <li>• Density: 1,603 0,007(a 23°C)</li> <li>• Viscosity: 100 -110 KU (a 23°C)</li> <li>• Solids by Volume: 43,7 ±1,0 %</li> <li>• Flash Point: flameproof</li> <li>• Respecting EU limit for this product: (subcat. A/a): 30 g/l.</li> <li>• The colours to be used <b>must</b> match the ones presently used in each area</li> </ul> <p>In keeping with the above indicators, materials are accepted with variations in the parameters up to 10% up or down.</p>
<b>Award criteria</b>	The tender will be awarded to the bid that complies with the selection criteria and offers the lowest price.
<b>Validity of the bid until:</b>	<b>31/12/2014</b>
<b>Signature and date</b> Manuela Tomassini Head of Department Corporate Services	 22 MAY 2014
Please consult the following documents while preparing your tender: <ul style="list-style-type: none"> <li>• <i>Low-Value Procurement Procedure – Tendering Conditions</i></li> <li>• <i>Purchase Order</i></li> <li>• <i>Tenderer's checklist</i></li> <li>• <i>Statement subcontracting/joint offer</i></li> <li>• <i>LEF and BAF</i></li> </ul> Available at: <a href="http://www.emsa.europa.eu/work/procurement/calls.html">http://www.emsa.europa.eu/work/procurement/calls.html</a>	