

CALL FOR TENDERS



APPEL D' OFFRES

REF. 17-110296-A

Call for Tenders for the supply and installation of catering equipment and restaurant material and additional renovation work in the context of an upgrade of the EUROCONTROL staff restaurant at the Haren site, 96, rue de la Fusée, 1130 Brussels.

EUROCONTROL is an intergovernmental organisation made up of 41 Member States. Founded in 1960, it is a civil-military organisation that has developed into a vital European repository of air traffic management (ATM) excellence. The EUROCONTROL headquarters is located at the Haren site.

Over 1200 staff work at the Haren site and many other persons visit each day for meetings, conferences, training courses etc. It has been decided to make a major renovation of the restaurant facilities for these staff and visitors with the work to be carried out over the 2017 Christmas/New Year period.

Important Notes:

- The tendering documentation is in French.
- Tenderers must bid for all the requirements of the Call for Tenders.
- A site visit to the restaurant is a mandatory step for this Call for Tenders. The next site visit will be held on Monday, 7th August 2017.

Who should tender: Companies who can supply and install restaurant equipment and materials and who have the proven experience in carrying out renovation work for a high column catering outlet in a large organisation.

Closing date: EXTENDED TO: 14th August 2017 at 15:00 (CET)

Point of Contact:

If you wish to receive the call for tenders or if you have any other related questions, please contact:

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IMPORTANT NOTICE

The full Call for Tenders documentation is available in electronic format (.pdf) and will be sent by email. If you wish to obtain the call for tenders documentation please read and follow carefully the instructions below:

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1. Send an e-mail to the Point of Contact mentioned above.
2. Confirm explicitly in your e-mail message that you have read and understood the contents of this "IMPORTANT NOTICE".
3. Upon receipt of the Call for Tenders documentation, please send an acknowledgement of receipt to the Point of Contact.
4. Please be aware that electronic transmission is not secure and may be read by third parties.
5. EUROCONTROL accepts no responsibility whatsoever for the completeness, accuracy and/or timeliness of the transmission of electronic documents (or for the electronic documents themselves).
6. The paper copies of the Call for Tenders documentation, which are available to potential tenderers upon request, shall at all times prevail.
7. Tenders **may not be submitted electronically** and must be made in strict accordance with the instructions given in the "NOTICE CONCERNING THE PRESENTATION OF PROPOSALS BY TENDERERS".
8. You may:
 - a) print out the documents;
 - b) forward the documents on a strictly need-to-know basis (always fully acknowledging the source, i.e. EUROCONTROL), and
 - c) use print-outs of the electronic call for tender documents for the submission of tenders (especially Form AF3/2AO).
9. You may not:
 - a) modify, edit and/or change the electronic documents other than to submit the required information and to sign and stamp where appropriate;
 - b) transmit such documents to any third person who has no need to see them;
 - c) post such documents on any private or public website;
 - d) alter the originating source (EUROCONTROL) and or copyright signs, etc., or
 - e) transmit the documents without indication of the source.
10. EUROCONTROL reserves the right not to send you the tender documentation if your company is considered incapable of submitting a suitable tender (size of the project, complexity etc.).

An environmental notice:

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