

<b>1</b>	<b>CONTRACTING ENTITY</b>		
1.1	Official name:	Athens International Airport S.A.	
1.2	Postal address:	Administration Building (17)/ Procurement Department 190 19 Spata Greece	
1.3	Contact point:	Mr. S. Lountzis	Telephone: +30 210 35 37 159 Fax: +30 210 35 37 734 E-mail: <a href="mailto:LountzisS@aia.gr">LountzisS@aia.gr</a>
1.4	General internet address:	<a href="http://www.aia.gr/company-and-business/business/current-tenders/">http://www.aia.gr/company-and-business/business/current-tenders/</a>	

<b>2</b>	<b>OBJECT OF THE CONTRACT</b>		
2.1	Title:	EMPLOYEES' TRANSPORTATION SERVICES	
2.2	Type of contract:	Services	
2.3	Description:	<p>Athens International Airport S.A. (hereinafter called "AIA") in compliance with the Airport Development Agreement as ratified by Law 2338/1995 (Government Gazette A'202/14.09.95), as further amended and ratified by virtue of Law 4594/2019 (Government Gazette A' 29/19.02.2019), is inviting companies or consortia/ joint ventures to tender for the provision of Employees' Transportation Services (herein after referred to as the Services) at Athens International Airport "Eleftherios Venizelos".</p> <p>The scope of these Services includes the transportation of AIA employees, by providing the appropriate Equipment, Management and Administration of the Services, i.e. provision of coaches, qualified and experienced drivers, supervisors and operation managers. The Services are prescribed via 3 one-way routes, for morning services, and additional services for routes to and/or from the airport regarding shift workers and office hours employees, all with pre-specified schedules and bus stops.</p> <p>Furthermore, AIA may at any time request ad-hoc transportation services from the Contractor.</p> <p>More details are included in the Tender Documents which will be dispatched to the interested applicants.</p>	
2.4	Lots:	Not Applicable	
2.5	Information about options:	Not Applicable	
2.6	Duration of the contract:	One (1) year	
2.7	Renewals:	This contract is subject to two (2) possible renewals of one (1) year each at AIA's sole discretion.	
2.8	Estimated contract value:	The estimated contract value for the contract duration, including possible renewals, amounts to € 420.000.	

<b>3</b>	<b>LEGAL, ECONOMIC AND FINANCING INFORMATION</b>		
3.1	Deposits and guarantees:	<p>Applicants will be asked to submit, with their proposals, a Participation Bond, to be returned in accordance with the terms and conditions of the Tender Documents.</p> <p>The awarded contractor will be required to submit a Performance Bond, upon signing of the contract.</p> <p>Details and prerequisites are provided in the Tender Documents.</p>	
3.2	Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:	As detailed in the Tender Documents.	
3.3	Legal form to be taken by the group of economic operators to whom the contract is to be awarded:	<p>In case applicants form and participate in the tender as a consortium/ joint venture, they may be requested to either execute a binding consortium consolidation deed or to form a capital company, prior to contract award, with joint and several liability.</p> <p>More details are included in the Tender Documents.</p>	
3.4	Other particular conditions:	None	

<b>4 CONDITIONS FOR PARTICIPATION</b>		
4.1	Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:	As detailed in the Tender Documents.
4.2	Economic and financial ability:	<p>Applicants will be asked to prove their financial ability to provide the Services in relation to anticipated contract cost. Such proof will be the provision of three (3) last fiscal years audited Financial Statements (if these are not available for the last fiscal year, the unaudited Financial Statement only for the last fiscal year) and bank reference.</p> <p>AIA reserves the right to request and receive, by lawfully operating specialized service providers, correct and up-to-date information about the credit and generally financial situation of the respective tenderers, both at pre and post contractual phases, in its legitimate interest to ensure commercial loyalty, reliability and security of transactions. Tenderers are hereby informed that the processing of any personal data, is subject to the provisions of personal data protection legislation in force. Further information may be obtained under the link: <a href="https://www.aia.gr/company-and-business/business/privacy-notice-business-partners">https://www.aia.gr/company-and-business/business/privacy-notice-business-partners</a>, being an integral part of the Tender Documents.</p> <p>More details are included in the Tender Documents.</p>
4.3	Technical capacity:	<p>Applicants will be asked to submit proof of experience in at least two (2) currently active contracts for regular transportation of employees or schools, which shall be supported by clients' letters of attestation.</p> <p>Applicants will be asked to submit documentary evidence of their technical ability regarding their total number of coaches in operation. A threshold of at least six (6) coaches will apply.</p>
4.4	Information for evaluating if the requirements are met:	<p>Applicants will be assessed and pre-selected on the basis of equal opportunities. Their professional credentials and reliability, as well as their economic and financial ability under 4.2, and their technical capacity under 4.3, will be assessed on a go/ no-go basis.</p> <p>More details are included in the Tender Documents</p>
4.5	Execution of the service is reserved to a particular profession:	No
4.6	Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service:	Yes

<b>5 PROCEDURE</b>				
5.1	Type of procedure:	Open		
5.2	Award criteria:	The most economically advantageous proposal in terms of the criteria stated below.		
		<b>Technical Award Criteria</b>		
		<b>B1.</b>	Adherence to the Technical Requirements, Operational Requirements and Quality Control Concept of the Technical Description	25%
		<b>B2.</b>	Improvements to the Technical Requirements, Operational Requirements and Quality Control Concept of the Technical Description	5%
		<b>Financial Award Criteria</b>		
	Cost of Services for the first year	70%		

5.3	Information about electronic auction:	An electronic auction will <b>not</b> be used	
5.4	Time limit for requesting Tender Documents	Prior to the time limit set under Section 5.5 of this Contract Notice.	
5.5	Time limit for receipt of tender proposals:	31/08/2020	15:00 (local Greek Time)
5.6	Language(s) in which tenders or requests to participate may be drawn up:	<p>a) All documents submitted in this tender are to be in the English language;</p> <p>b) In case for applicants which their corporations are established or operating in Greece, copies of certificates and documents issued by judicial, administrative or competent authorities in Greece together with the Board of Directors decisions and audited financial statements may be submitted only in the Greek language;</p> <p>c) In case applicants are not established in Greece, copies of certificates and documents issued by competent, administrative or judicial authorities, in accordance with the laws of the applicants' country, shall be submitted together with an official translation in the English language.</p>	
5.7	Minimum time frame during which the tenderer must maintain the tender:	6 months	

<b>6</b>	<b>COMPLEMENTARY INFORMATION</b>																								
6.1	This is a recurrent procurement:	No																							
6.2	Additional information:	<p>All parties interested in receiving the relevant Tender Documents are invited to participate in the following process:</p> <p>Applicants are requested to submit a written application by email to <b>procurement@aia.gr</b>. The written application should bear the title 'Employees' Transportation Services' and the indication 'Application'</p> <p>In this application, the following table must be provided filled-out:</p> <table border="1" data-bbox="639 1261 1497 1778"> <thead> <tr> <th colspan="2">DETAILS OF APPLICANT AND CONTACT PERSON</th> </tr> </thead> <tbody> <tr> <td>Tender title (and lot if applicable)</td> <td></td> </tr> <tr> <td>Company or consortium/ joint venture name</td> <td></td> </tr> <tr> <td>Company Address</td> <td></td> </tr> <tr> <td>Title (Mr./Ms.)</td> <td></td> </tr> <tr> <td>Contact person Name</td> <td></td> </tr> <tr> <td>Contact person Surname</td> <td></td> </tr> <tr> <td>Corporate title</td> <td></td> </tr> <tr> <td>Phone</td> <td></td> </tr> <tr> <td>Mobile</td> <td></td> </tr> <tr> <td>Email</td> <td></td> </tr> </tbody> </table> <p>Following the submission of their written application, applicants will receive the access details to the Tender Documents by email in order for them to prepare and submit their Proposals within the time schedule stated under Section 5.5 of this Contract Notice.</p> <p>Applicants shall bear the Tender Documents dispatch costs in case of dispatch by courier.</p> <p>For requirements relating to the economic and financial capacity and/or the technical and/or the professional abilities of the applicant, the latter may</p>		DETAILS OF APPLICANT AND CONTACT PERSON		Tender title (and lot if applicable)		Company or consortium/ joint venture name		Company Address		Title (Mr./Ms.)		Contact person Name		Contact person Surname		Corporate title		Phone		Mobile		Email	
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		<p>where appropriate rely on the capacity of other entities in accordance with the details set in the Tender Documents.</p> <p>The contract will be subject to Greek law.</p> <p>AIA reserves the right not to proceed with the contract at any stage of the tender process and applicants shall not be entitled to any compensation.</p> <p>More details are provided in the Tender Documents.</p>
6.3	Procedures for appeal:	<p>Applicants have the right to file an objection on AIA's award decision. Such objection shall be submitted in writing within ten (10) days from receiving the official announcement of the tender result, addressed to the person named in section 1 above, specifying the legal and factual grounds that justify their objection. The submitted objection will be examined by AIA's Objections Committee</p>
6.4	Body responsible for mediation procedures:	<p>Athens Chamber of Commerce and Industry  7 Akadimias Street  106 71 Athens  Greece  Telephone: +30 210 3604815-19  E-mail: <a href="mailto:info@acci.gr">info@acci.gr</a>  Fax: +30 210 3616464  Internet address: <a href="http://www.acci.gr/">http://www.acci.gr/</a></p>