



Council of the European Union
General Secretariat

June 2023

Tender specifications

Call for tenders UCA-23/035

Negotiated procedure

Light catering equipment and tableware

**Crockery, glasses and place settings
for institutional restaurants and cafeterias**

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TECHNICAL SPECIFICATIONS

I. GENERAL INFORMATION

In the context of its restaurant and catering activities, the General Secretariat of the Council of the European Union wishes to conclude framework contracts for the supply of light catering equipment and tableware.

II. PURPOSE OF THE CALL FOR TENDERS

The subject matter of the contract is the supply of crockery, glassware and cutlery for use by the General Secretariat of the Council of the European Union ('GSC').

At the request of the GSC and by mutual agreement between the parties, the implementation of the contracts may be extended to any type of performance similar to this contract. In that case, the type of performance in question must be carried out and remunerated on the basis of an estimate submitted for approval to the managing department designated by the GSC.

III. SAMPLES

Tenderers must submit a sample for each of the following items (items preceded by an asterisk (*) in Annex II.1 to 3 "DEMONSTRATION OF CONFORMITY WITH THE TENDER SPECIFICATIONS - MINIMUM REQUIREMENTS QUESTIONNAIRE"):

List A:

- A.1 Coffee cup, white, 19 cl
- A.2 Espresso cup, white, 10 cl
- A.3 Coffee saucer, white
- A.4 Espresso saucer, white
- A.5 Soup bowl with lugs, white, 30 cl
- A.6 White or cream rigid plastic soup bowl with handle, 35 cl
- A.7 Flat plate, white, 15 cm
- A.9 Flat plate, white, 24 cm
- A.10 Deep plate, white, 22 cm
- A.11 White rigid plastic deep plate, 20.5 cm
- A.13 Water glass, 20 cl, 11 cm high, stackable
- A.14 Ribbed hot-drink glass, 20 cl, stackable
- A.15 Rigid plastic cup, stackable, Ø 7 x 9 cm, 25 cl

List B:

- B.1 Stainless steel table knife, magnetic, minimum 75 g
- B.2 Stainless steel table fork, magnetic, matching the knife, minimum 45 g
- B.3 Stainless steel tablespoon, magnetic, matching the knife, minimum 65 g
- B.4 Stainless steel dessert fork, magnetic, matching the knife, minimum 35 g
- B.5. Stainless steel teaspoon, magnetic, matching the knife, minimum 14 g
- B.6. Stainless steel dessert spoon, magnetic, non-cutting, minimum 21 g
- B.7 serrated steak knife, magnetic, minimum 65 g
- B.8 Stainless children's place setting suitable for children between 3 months to 4 years old (**four-piece set** : fork, non-cutting knife, tablespoon and desert spoon)

These samples will enable the GSC to check that the proposed items meet the technical conformity criteria.

Each sample must bear a label, firmly attached to the article, indicating the name of the tenderer and the reference number of the item in the proposed catalogue.

Only samples from the successful tenderer will be kept by the GSC for comparison with the orders placed throughout the framework contract.

Samples from unsuccessful tenderers will be available for retrieval for 60 days from the date of receipt of the letter informing them of the outcome of the award of the contract. After expiry of that period, items which have not been retrieved will become the property of the GSC free of charge.

IV. CATALOGUES:

Tenderers must provide full documentation (catalogues, technical descriptions, brochures, etc.) for all of the proposed ranges of light catering equipment and tableware.

This documentation must be provided in paper and/or electronic form.

V. DESCRIPTION OF THE ITEMS

For each item on each of the lists tenderers will be required to propose an item that meets the technical specifications as defined in these tender specifications.

1. **HARD-PASTE PORCELAIN CROCKERY, GLASSES AND OTHER TYPES OF CROCKERY (LIST A)**

a. Tableware items for institutional catering

This category includes the various types of hotel tableware items in hard-paste porcelain and glasses for institutional catering. Those items are intended for **intensive and daily use**.

Tenderers' attention is drawn to the fact that the design of the glassware items must be suitable for use in institutional catering, i.e. they must be:

- Perfectly stackable to optimise storage
- Ergonomic, to facilitate handling throughout the service
- Of top-quality material and finish, shock-resistant and hard-wearing
- Resistant to industrial washing conditions
- Resistant to discolouration
- Resistant to thermal shocks
- Microwave-resistant

b. Tableware items for the crèche

Tenderers' attention is drawn to the fact that the design of the glassware items must be suitable for use in institutional catering, i.e. they must be:

- Ergonomic, to facilitate handling throughout the service
- Of top-quality material and finish, shock-resistant and hard-wearing
- Resistant to industrial washing conditions
- Resistant to discolouration
- Resistant to thermal shocks
- Microwave-resistant

Rigid plastic items are intended for the crèche and must be suitable for children aged from three months to four years (especially with regard to safety, size and ergonomics). They **must not have any decoration** and must be of a light shade (white or cream).

The models proposed must be unbreakable, resistant to deformation, stains, odours and scratches.

The proposed cups will be stackable and dishwasher washable up to 65 %

2. PLACE SETTINGS (LIST B)

This category includes place settings for institutional catering and the crèche: table knives, spoons, forks and teaspoons, etc.

The stainless steel place settings proposed by the tenderer must be made of ferritic stainless steel or martensitic steel. These steels must contain enough chrome to resist corrosion and must be magnetic.

- a. The cutlery intended for collective catering must be **magnetic** and will be suitable for tunnel washers with magnetic extractors.

The cutlery proposed will be very resistant to corrosion.

They must also meet the following requirements:

- Shock-resistant and hard-wearing
- Resistant to industrial washing
- Resistant to discolouration

- b. The cutlery intended for the crèche must be made of stainless steel, of single-block design and without any decoration. They will be suitable for children between 3 months and 4 years, (especially with regard to safety, size and ergonomics and with promoting the development of fine motor skills and food autonomy).

The **four-piece set** must include: a fork with short and blunt teeth, a slightly serrated knife, a tablespoon and a dessert spoon both with rounded edges.

VI. SUPPLEMENTARY ITEMS

Throughout the duration of the framework contract, at the request of the GSC or on its own initiative, the contractor may be called upon to propose any other item relating to the subject matter of the contract for which it guarantees the distribution or manufacture and which is not expressly provided for in its original tender but is nevertheless necessary for the proper conduct of the GSC's activities.

Throughout the entire duration of the framework contract, a maximum of 30 % of the financial volume may be used to order any item not provided for in these specifications.

All new items and their prices must be entered in a list updated by the contractor whenever there is an addition to the list or at the latest every three months. The net unit price of such items will be determined on the basis of a price offer.

VII. PRODUCT REQUIREMENTS

The items proposed must meet the minimum technical specifications laid down in sections V.1 and 2 above, or the tender will be disqualified.

The tenderer is requested to indicate the exact dimensions of the items proposed in its tender in the relevant column of the conformity form (Annex II.1 to 3). A variation of 10 % (bigger or smaller) compared to the indicated dimensions of items will be permitted.

VIII. GUARANTEE

The contractor must formally agree that the proposed items will be new, have never been used and feature all the latest improvements in design and materials.

The contractor must also ensure that the items supplied under the contract are free from defects due to their manufacture, the materials used or their operation.

The guarantee period will be a minimum of one year and will take effect from the date of receipt.

The guarantee must cover any manufacturing or quality defects in products used under normal conditions and in accordance with the maintenance instructions provided by the contractor.

The guarantee will not apply to normal wear and tear of the products (small scratches, sharpening, etc.), loss or damage caused by mishandling of the products, accidents or negligence.

Outside of the scope of the guarantee, any charges related to exchanging damaged products will be borne by the GSC.

IX. STANDARDS AND CERTIFICATES

In general, all products proposed must comply with the European and national standards and legislation in force or which come into force during the term of the framework contract, in particular as regards the requirements applicable to materials and articles intended to come into contact with food (Regulation (EC) No 1935/2004).

The only rigid plastics authorised under this contract will be those free of bisphenol A.

At the request of the GSC, the contractor must provide the certificates or other evidence demonstrating compliance with the above standards and legislation, in particular as regards the absence of BPA in the manufacture of the proposed articles.. If no such certificate or document demonstrating compliance exists, the contractor must submit a declaration on its honour clearly stating that the items proposed comply with the standards or legislation in force. The declaration must be dated and signed by a person authorised to represent the company.

X. DELIVERY CONDITIONS

The contractor must deliver the light catering equipment and tableware to the exact place of destination specified, on a DAP ('Delivered-at-Place') basis; deliveries must be in packaging and made either at the loading bay of the designated warehouse or on site at the ground floor of the building on the date or within the timeframe agreed for the delivery. The contractor will be responsible for unloading the delivery.

The contractor must ensure that all of the following are taken into account during the various operations involved in any delivery: CMR consignment note, preparation of the goods, loading, take-over, actual transportation, final stage of transportation, liability and insurance.

XI. TIME ALLOWED FOR DELIVERY

The time allowed for delivery is 90 calendar days, unless a specific deadline is indicated in the purchase order.

Time allowed for delivery must be given in calendar days and is calculated from the day the purchase order is received until the day the items supplied are made available. When determining the time allowed for delivery, the contractor must take into account transport time (pre-, main, and onward transportation), the time required to carry out any formalities and, lastly, traffic delays (congestion, etc.).

Deliveries must be made strictly within the time limits, which are always strict deadlines. If the contractor fails to meet the agreed deadline, the GSC may claim liquidated damages for each day of delay, using the formula set out in Article II.14 'LIQUIDATED DAMAGES' of the framework contract.

XII. ARRANGEMENTS FOR RECEIPT OF DELIVERIES

Items supplied must be delivered to the following address:

Council of the European Union
General Secretariat
Catering Unit – Protocol and Meetings Directorate
Chaussée d'Etterbeek/Etterbeeksesteenweg 70
Unloading bay (opening hours: 8.30-16.30)
1048 Bruxelles/Brussel, Belgium

XIII. FURTHER SUPPLY OF PRODUCTS

The tenderer must ensure the continuity of supply of the items on the reference list for at least five years from the date on which the contract is signed.

If an item is no longer on the market, the contractor must, firstly, provide proof of this and, secondly, offer a replacement item with similar features in the same price range. The GSC reserves the right to accept or reject the proposed alternative.

Regarding crockery, throughout the duration of the framework contract, the tenderer must guarantee weight stability for hard-paste porcelain items and glasses.

XIV. AFTER-SALES SERVICE FOR ITEMS

The basic after-sales service included in the price of the items supplied must include, for the entire period of the guarantee, the replacement or repair of items which are defective or which do not match the descriptions in the tender. Such items must be replaced or repaired at no additional cost.

XV. ESTIMATED VOLUMES

A specific volume for the GSC cannot be determined precisely. However, for information purposes only and without any obligation on its part, the GSC estimates that, for the duration of the contract, the volume of delivery as regards the reference items corresponds to the quantities indicated in Annex III.

ADMINISTRATIVE PART

I. PARTICIPATION IN THE TENDER PROCEDURE

Participation in this tender procedure is open on equal terms to all natural and legal persons coming within the scope of the Treaties and to all natural and legal persons in a third country that has a special agreement with the European Union in the field of public procurement, under the conditions laid down in that agreement. Where the Multilateral Agreement on Government Procurement concluded within the World Trade Organization applies, participation in this call for tenders is also open to nationals of the countries that have ratified that Agreement, under the conditions it lays down.

II. EVIDENCE OF ACCESS TO PROCUREMENT

The following documents will be provided at the time of submission of the tender:

1. Legal entity form and evidence

a) All tenderers and identified subcontractors must provide a signed legal entity form with supporting evidence, in order to prove their legal capacity and their status. The form is available from:

<http://www.consilium.europa.eu/en/general-secretariat/public-procurement/>

b) Tenderers must provide, at the time of submission of the tender, the following information with the legal entity form:

- official supporting documents (register(s) of companies, official gazette, VAT registration, etc.);
- for legal persons, a legible copy of the notice of appointment of the persons authorised to represent the tenderer in dealings with third parties and in legal proceedings, or a copy of the publication of that appointment if the legislation which applies to the legal entity concerned requires such publication. Evidence must be provided of any delegation of this authorisation to another representative not indicated in the official appointment;

2. Financial identification form and evidence

The tenderer (or the designated single point of contact in the case of a joint tender) must provide a financial identification form and supporting documents. Only one form per offer should be submitted (no form is needed for subcontractors and other joint tenderers). The form is available from:

<http://www.consilium.europa.eu/en/general-secretariat/public-procurement/>

3. Joint tenders/groups/consortia

- a) Groups/consortia of two or more economic operators may submit a joint tender. Joint tenders may include subcontractors, in addition to the joint tenderers.
- b) The group/consortium must state the name of the lead company and the single point of contact during the procurement procedure.
- c) Each member of the group/consortium must provide the declaration on honour on exclusion criteria and selection criteria (see point IV.1(c) and Annex I). The exclusion criteria will be applied to each member of the group/consortium individually. The selection criteria will be applied to the group/consortium as a whole. Members of a group that do not meet the selection criteria individually must indicate 'NO' in the corresponding box in the declaration on honour on exclusion criteria and selection criteria (see IV.3(a) below and Annex I).
- d) In addition, each member of the group/consortium must provide a document:
 - authorising the lead company to tender and to sign a contract on behalf of the group/consortium and to issue invoices on behalf of all members;
 - detailing the role each member of the group/consortium will play in performing the contract and stating the specific resources to be made available for the performance of the contract by each member;
 - stating explicitly that the members of the group/consortium are jointly and severally liable to the contracting authority and that they undertake jointly to perform the contract if it is awarded to them.

In addition, each member of the group/consortium must provide a document:

- authorising the lead company to tender and to sign a contract on behalf of the group/consortium and to issue invoices on behalf of all members;
 - detailing the role each member of the group/consortium will play in performing the contract and stating the specific resources to be made available for the performance of the contract by each member;
 - stating explicitly that the members of the group/consortium are jointly and severally liable to the contracting authority and that they undertake jointly to perform the contract if it is awarded to them.
- e) Any change in the composition of the group/consortium during the procurement procedure may lead to rejection of the corresponding tender. Any change in the composition of the group/consortium after the signature of the contract may lead to the termination of the contract.

4. Subcontracting

a) Any intention to subcontract part of the contract must be clearly stated in the tender. Tenderers should provide:

- a document stating clearly the identity, roles, activities and responsibilities of the subcontractor(s) and specifying the intended volume/proportion of the contract to be performed by each subcontractor;
- a letter of intent by each subcontractor stating unambiguously that it undertakes to collaborate with the tenderer should the contract be awarded to the latter, and indicating the extent of the resources that it will put at the tenderer's disposal for the performance of the contract.

Subcontractors must provide the declaration on honour on exclusion criteria and selection criteria (see point IV.2(b) and point IV.3(a)(ii)). The exclusion criteria will be applied to subcontractors individually. The selection criteria will be applied to the tenderer/subcontractor(s) as a whole.

b) If the abovementioned documents are not provided, the contracting authority will assume that the tenderer does not intend to subcontract any tasks.

III. PROTOCOL ON THE PRIVILEGES AND IMMUNITIES OF THE EUROPEAN UNION

The Protocol on the Privileges and Immunities of the European Union applies to this procurement procedure. The contracting authority is exempt from customs duties, indirect taxes and sales taxes, including value added tax (VAT), under Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Union and the relevant Member State legislation.

IV. EVALUATION

1. Evaluation steps

- a) The evaluation of offers will be based on the information provided by the tenderers. In addition, the contracting authority reserves the right to use any other information from public or specialist sources for verifying the exclusion and selection criteria. All information will be assessed in the light of the criteria set out in these tender specifications.
- b) The contracting authority will check that the legal entity and financial identification forms have been correctly filled in and that the supporting evidence is complete. If applicable, the documentation relating to joint tenders/subcontractors will also be checked.

c) The evaluation procedure will consist of the following steps, which will be carried out in no particular order:

- **exclusion and selection criteria:** when sending the request to participate, tenderers provided a duly completed and signed “Declaration on honour on the exclusion and selection criteria” (see Annex I). The evidence in support of their statement was not to be annexed to the request to participate. **Tenderers must now include in their tender the document listed in point 3.b)ii "Technical capacity"**

Evidence of compliance with the selection criteria relating to the economic and financial capacity (see point IV.3.b)(i) of tenderers must be provided only at the explicit request of the Secretariat. Tenderers must provide this evidence within 14 calendar days of the Secretariat’s request.

- **award criteria:**

- verification that the tenders comply with the minimum requirements set out in the technical specifications (see Annex II);
- evaluation of tenders on the basis of the award criteria (see section V below).

2. Exclusion criteria

- a) All tenderers must provide a declaration on their honour (see Annex I), duly signed and dated by an authorised representative of the tenderer, stating that they are not in one of the situations of exclusion listed in Annex I.
- b) The declaration on honour must also be provided by all members of a group/consortium and all subcontractors.

3. Selection criteria

a) General information

- (i) Tenderers must be able to prove that they meet the economic, financial and technical capacity requirements to perform the services set out in this call for tenders.

In the case of joint tenders/subcontractors, the selection criteria will be applied to the group/consortium as a whole. The lead company must attach to the declaration on honour on exclusion criteria and selection criteria a breakdown per company of how the selection criteria are fulfilled. This attachment, giving details of the financial/economic/technical capacities of the company or companies on which the tenderer relies to fulfil the selection criteria, must be dated and signed by the legal representatives of the company or companies in question.

The contracting authority will carry out a consolidated assessment to verify compliance with the minimum capacity levels set out in the selection criteria.

- (ii) The tenderer may rely on the capacities of other entities, regardless of the legal nature of the links it has with them.
- (iii) At any time during the procedure, the contracting authority may request the evidence listed below under point 3(b) to demonstrate compliance with the selection criteria. Tenderers must provide this evidence within 14 calendar days of the contracting authority's request.
- (iv) Any fraudulent or negligent misrepresentation of the information needed in order to verify that the selection criteria have been fulfilled will constitute grave professional misconduct.

b) Conditions for participation

- (i) Economic and financial capacity

At the explicit request of the Secretariat, tenderers must demonstrate sound and sufficient economic and financial capacity to perform the contract.

Tenderers must provide the evidence within 14 calendar days of the Secretariat's request.

Minimum capacity level

The annual turnover relating to the subject matter of the contract must be at least EUR 55 000 for the last three (3) financial years.

Supporting evidence

On request, tenderers must provide a signed declaration of the overall turnover and annual turnover relating to the subject of the contract, for the last three (3) financial years closed, accompanied by a copy of the financial statements and profit and loss accounts and/or other supporting documents for the last three (3) financial years for which accounts have been closed.

(ii) **Technical capacity**

The tenderer must demonstrate experience corresponding to the type of supply which is the subject of the contract

Minimum capacity level

At least 3 of the contracts performed within the last five years with characteristics similar to those of this contract (subject, period, volume, etc.).

Supporting evidence

Tenderers must provide a list of contracts of similar nature and volume to this contract. These contracts must have been performed within the last five years.

For each reference provided, information must be given about the client (public or private), the period of performance of the contract and the scope of the services (short description, volume and value of the contract).

V. AWARD CRITERIA

1. Award method

The contract will be awarded to the lowest-priced tender that satisfies the minimum requirements set out in the technical specifications.

2. Financial evaluation

Tenderers must submit their financial offer on the form provided in Annex III.

The tender must also indicate the flat-rate delivery charges established on the following basis:

- Delivery 1: value transported <EUR 1000
- Delivery 2: value transported >EUR 1000

The price that will be considered for the evaluation will be the total resulting from the cost-calculation model set out in Annex IV.

Total = \sum (estimated volumes x unit price) + flat-rate charges for deliveries 1 and 2

The cost-calculation model will be used for the purpose of comparing the financial offers and will not under any circumstances constitute a contractual obligation on the part of the contracting authority. Tenderers may not modify the financial form.

Prices must be quoted in euro, exclusive of VAT and all taxes and other charges.

VI. LIST OF ANNEXES

The documents listed below are annexed to the tender specifications:

Annex I: Declaration on honour on exclusion criteria and selection criteria

Annex II Questionnaire for completion: Demonstration of conformity with the tender specifications - minimum requirements

Annex III Form for completion: Financial offer

VII. CONTENT OF TENDER

Administrative information

Reference to tender specifications

1. Covering letter Invitation to tender
2. Legal entity form and evidence.....Administrative part, point II.1
3. Financial identification form and evidenceAdministrative part, point II.2
4. *(if applicable)* Documents required in the case of joint tenders/groupings/consortia and subcontracting Administrative part, points II.3 & 4

Exclusion and selection criteria

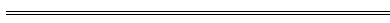
5. Declaration signed by legal representativeEvaluation part, point IV.2 and IV.3/Annex I
6. Supporting evidence for technical capacity Evaluation part, point IV.3.b)ii

Technical offer

7. Completed questionnaire: Demonstration of conformity with the tender specifications - minimum requirements Annex II

Financial offer

8. Completed form: Price and other.....Evaluation and award: section V financial conditionsAnnex III



Light catering equipment and tableware

**Crockery, glasses and place settings
for institutional restaurants and cafeterias**

DEMONSTRATION OF CONFORMITY WITH THE TENDER SPECIFICATIONS
MINIMUM REQUIREMENTS QUESTIONNAIRE

Please state in the "YES/NO" column whether your offer complies with the minimum requirements of the technical specifications (by indicating 'YES' or 'NO') and indicate in the adjacent column, if it is not shaded, the page number(s) in your offer where compliance with the minimum requirement is demonstrated.

The contracting authority will discard offers which do not comply with the below minimum requirements or in which an element is not addressed.

This form for completion may not be modified.

REF. TO TECH. SPECS.	DESCRIPTION OF MINIMUM REQUIREMENT	YES/NO	PAGE N°(s). IN OFFER
V.1.b	Rigid plastic items are intended for the crèche and must be suitable for children aged from three months to four years (especially with regard to safety, size and ergonomics).
V.2.a	The proposed stainless steel place settings must be magnetic (except for B.8).
XI.	In general, all products proposed must comply with the European and national standards and legislation in force or which would come into force during the term of the framework contract, in particular as regards the requirements applicable to materials and articles intended to come into contact with food (Regulation (EC) No 1935/2004).
XI.	The only rigid plastics authorised under this contract will be those free of bisphenol A.
XV.	Throughout the duration of the framework contract, the tenderer must guarantee weight stability for hard-paste porcelain items and glasses.
	<i>In all cases: Compliance with applicable environmental, social and labour law obligations established by Union law, national legislation, collective agreements or the applicable international social and environmental conventions listed in Annex X to Directive 2014/24/EU.</i>	...	

Crockery, glasses and place settings for institutional catering

List A – Hard-paste porcelain crockery, glasses and other types of crockery

Required characteristics: the descriptions below set out the basic characteristics which all items of equipment proposed by tenderers must satisfy.

REF. TO TECH. SPECS	DESCRIPTION OF MINIMUM REQUIREMENT	MUST BE COMPLETED BY THE TENDERER				PAGE NUMBER IN OFFER
V.1.	Perfect stackability to optimise storage (except for items A6 and A11)	YES		NO		
	Ergonomic to facilitate handling	YES		NO		
	Top-quality material and finish, shock-resistant and hard-wearing	YES		NO		
	Resistance to industrial washing conditions	YES		NO		
	Dishwasher washable cups up to 65 °C	YES		NO		
	Resistance to discolouration	YES		NO		
	Thermal shock resistance	YES		NO		
	Microwave resistance	YES		NO		

ITEMS TO BE SUPPLIED			Dimensions	Range name	Collection name (where applicable)	Article reference	PAGE NUMBER IN OFFER
*	A.1	Coffee cup, white, 19 cl					
*	A.2	Espresso cup, white, 10 cl					
*	A.3	Coffee saucer, white					
*	A.4	Espresso saucer, white					
*	A.5	White or cream rigid plastic soup bowl with handle, 35 cl					
*	A.6	White rigid plastic soup bowl with handle, 35 cl					
*	A.7	White plate, 15 cm					
*	A.8	White plate, 19 cm					
*	A.9	White plate, 24 cm					
*	A.10	Deep plate, white, 22 cm					

ITEMS TO BE SUPPLIED			Dimensions	Range name	Collection name (where applicable)	Article reference	PAGE NUMBER IN OFFER
*	A.11	White rigid plastic deep plate, 20.5 cm					
	A.12	White side dish, 12x12 cm					
*	A.13	Water glass, 20 cl, 11 cm high, stackable					
*	A.14	Ribbed hot-drink glass, 20 cl, stackable					
*	A.15	Rigid plastic cup, stackable, Ø 7 x 9 cm, 25 cl					

Crockery, glasses and place settings for institutional catering

List B – Ordinary matching place settings

Required characteristics: the descriptions below set out the basic characteristics which all items of equipment proposed by tenderers must satisfy.

REF. TO TECH. SPECS	DESCRIPTION OF MINIMUM REQUIREMENT	MUST BE COMPLETED BY THE TENDERER			PAGE NUMBER IN OFFER
V.2.	Stainless steel	YES		NO	
	Magnetic and suitable for tunnel washers with magnetic extractors (except for B.8)	YES		NO	
	Shock-resistant and hard-wearing:	YES		NO	
	Resistant to industrial washing:	YES		NO	
	Resistant to discolouration:	YES		NO	

ITEMS TO BE SUPPLIED	Dimensions	Range name	Collection name (where applicable)	Article reference	PAGE NUMBER IN OFFER
Plain place settings for institutional restaurants and cafeterias:					
* B.1	Table knife, stainless steel, magnetic: minimum 75 g				
* B.2	Table fork, stainless steel, magnetic, matching the knife: minimum 45 g				
* B.3	Table spoon, stainless steel, magnetic, matching the knife: minimum 65 g				
* B.4	Dessert fork, stainless steel, magnetic, matching the knife: minimum 35 g				
* B.5	Teaspoon, stainless steel, magnetic, matching the knife, minimum 14 g				
* B.6	Dessert spoon, stainless steel, non-cutting, magnetic, minimum 21 g				
* B.7	Steak knife, serrated, stainless steel, magnetic, minimum 65 g				
Children's place settings:					
* B.8	Children's place setting, stainless steel, single-block design, no decoration (4 piece-set : fork, non-cutting knife, tablespoon and dessert spoon)				

Financial form
UCA 23/035 - Light catering equipment and tableware
Crockery, glasses and place settings for institutional catering
<p>Tenderers must use the computerised table for their financial offer.</p> <p>This price schedule should be completed as follows:</p> <ul style="list-style-type: none"> - all tables and boxes, without exception, must be completed by the tenderer, - no additions, deletions, changes or comments may be made to the tables. <p>Amounts must be stated in euros to two decimal places.</p> <p>Quantities indicated on this schedule are provided as a guide; they will only be used to assess the different tenderers' financial offers and are under no circumstances binding on the General Secretariat of the Council of the European Union as regards the quantity of services to be performed during the lifetime of the framework contract.</p> <p>The General Secretariat of the Council of the European Union is exempt from customs duties, direct taxes and sales taxes, including value added tax (VAT), in accordance with Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Union and the legislation of the relevant Member State. Prices should therefore be quoted net of any taxes and duties.</p>

Crockery, glasses and place settings for institutional catering

List A – Hard-paste porcelain crockery, glasses and other types of crockery

ITEMS TO BE SUPPLIED			Dimensions	Range name	Collection name (where applicable)	Article reference	Unit price in EUR	Quantity	TOTAL in EUR
*	A.1	Coffee cup, white, 19 cl						4000	€ -
*	A.2	Espresso cup, white, 10 cl						500	€ -
*	A.3	Coffee saucer, white						4000	€ -
*	A.4	Espresso saucer, white						500	€ -
*	A.5	Soup bowl with lugs, white, 30 cl						500	€ -
*	A.6	White or cream rigid plastic soup bowl with handle, 35 cl						300	€ -
*	A.7	Flat plate, white, 15 cm						1000	€ -
	A.8	Flat plate, white, 19 cm						1000	€ -
*	A.9	Flat plate, white, 24 cm						2500	€ -
*	A.10	Deep plate, white, 22 cm						500	€ -
*	A.11	White rigid plastic deep plate, 20.5 cm						300	€ -
	A.12	White side dish, 12x12 cm						1000	€ -
*	A.13	Water glass, 20 cl, 11 cm high, stackable						2000	€ -
*	A.14	Ribbed hot-drink glass, 20 cl, stackable						4000	€ -
*	A.15	Rigid plastic cup, stackable, Ø 7 x 9 cm, 25 cl						360	€ -
								TOTAL LIST A	€ 0,00

Crockery, glasses and place settings for institutional catering

List B – Ordinary matching place settings

ITEMS TO BE SUPPLIED			Dimensions	Range name	Collection name (where applicable)	Article reference	Unit price in EUR	Quantity	TOTAL in EUR
Plain place settings for institutional restaurants and cafeterias:									
*	B.1	Table knife, stainless steel, magnetic: minimum 75 g						4500	€ -
*	B.2	Table fork, stainless steel, magnetic, matching the knife: minimum 45 g						4500	€ -
*	B.3	Table spoon, stainless steel, magnetic, matching the knife: minimum 65 g						500	€ -
*	B.4	Dessert fork, stainless steel, magnetic, matching the knife: minimum 35 g						1000	€ -
*	B.5	Teaspoon, stainless steel, magnetic, matching the knife, minimum 14 g						4500	€ -
*	B.6	Dessert spoon, stainless steel, non-cutting, magnetic, minimum 21 g						1000	€ -
*	B.7	Steak knife, serrated, stainless steel, magnetic, minimum 65 g						1000	€ -
Children's place settings:									
*	B.8	Children's place setting, stainless steel, single-block design, no decoration (4 piece-set : fork, non-cutting knife, tablespoon and dessert spoon)						300	€ -
								TOTAL LIST B	€ -

Crockery, glasses and place settings for institutional catering	AMOUNT
List A – Hard-paste porcelain crockery, glasses and other types of crockery	€ -
List B – Ordinary matching place settings	€ -
TOTAL	€ -

Delivery: value transported < EUR 1000	€ -
Delivery: value transported > EUR 1000	€ -
TOTAL	€ -