



ECOLE EUROPEENNE BRUXELLES III - EUROPEAN SCHOOL BRUSSELS III

ASSOCIATION DES PARENTS - PARENTS' ASSOCIATION

Procédure écrite - Written procedure No 16/2017

Approbation par le CA - Adoption by the Board

Doc. Numéro / Number

CA 35/2017

PROJET DE DECISION / DRAFT DECISION

Canteen: Decision on the outcome of the call for tender for table services for school year 2017/2018

The Evaluation Committee mandated by the Board, after assessing the offers presented to the call for tenders to provide the table services proposes to the Board:

To grant the contract for table services to the company Atalian that got the highest number of points and proves to be the most advantageous offer.

Justification:

Out of the 4 offers, the one of Misanet has been discarded as it does not fulfil one of the selection criteria. In particular, they failed to provide a document attesting proof of its status, but providing only references of cleaning services, without any data of value or contact references. The Evaluation committee has also considered this offer as unacceptable as it offers prices which are much lower than the market prices.

The offer of Laurenty presents the highest prices. The previous experience in the last two years relates only cleaning services. The methodology for the organisation of the service is quite poor.

Activa offers lower prices in comparison to Atalian, which can generate saving of approximately EUR 15,000 a year (providing that current number of hours will be followed). On the other hand, Atalian reduced the prices applied in the current contract with APEEE.

While Activa's offer includes a basic but clear presentation of the service, policy for replacements and continuity of services and supervision of the work on the spot, Atalian's offer is more detailed on quality assurance, seems much better organised, both vis-à-vis the client and internally as far as their staff and working methods are concerned including security/safety matters. They provide a complete IT module for the client, which can be considered as a plus in their offer. They gave the most professional impression with regard to the setting up of the service and its quality control.

Summary table of points awarded by the Evaluation committee:

| Award criteria | Activa | Laurenty | Misanet | Atalian |
|---|---------------|-----------------|----------------|----------------|
| Hourly rate for Commis | <u>65.00</u> | <u>58.54</u> | <u>n/a</u> | <u>61.48</u> |
| Hourly rate for Chef de salle | <u>3.00</u> | <u>2.56</u> | <u>n/a</u> | <u>2.69</u> |
| Hourly rate for Brigadier | <u>2.00</u> | <u>1.86</u> | <u>n/a</u> | <u>1.96</u> |
| Indexation method | <u>10.00</u> | <u>10.00</u> | <u>n/a</u> | <u>10.00</u> |
| Methodology - organisation of the service, detailed description of monitoring of contractual obligations, day to day supervision, reporting and communication. | <u>15.00</u> | <u>8.00</u> | <u>n/a</u> | <u>20.00</u> |
| Total points | <u>95.00</u> | <u>80.97</u> | <u>n/a</u> | <u>96.13</u> |

Documents: Evaluation Committee final report