|  |  |
| --- | --- |
| **MARCHE DE PRESTATION DE SERVICE****APPEL D’OFFRES OUVERT** **(Article 67 décret n°2016-360 du 25/03/2016)**Objet : **Externalisation des activités de Contrôle de Premier Niveau pour l’Initiative AIU du GEIE GECOTTI-PE**Référence : **16U009****Acte d’Engagement**.Pouvoir adjudicateurGEIE GECOTTI-PE45/D, rue de Tournai1° étageF-59000 LILLE | **PROCUREMENT OF SERVICES****OPEN CALL FOR TENDERS****(Article 67 decree No. 2016-360 of 25/03/2016)**Object: **Externalisation of First Level Control activities for the UIA Initiative of the EEIG GECOTTI-PE**Reference: **16U009****Service Contract** Contracting authorityGEIE GECOTTI-PE45/D, rue de Tournai1° étageF-59000 LILLE |

|  |  |
| --- | --- |
| 1. **Contractant**

Nom, Prénom et qualité du signataire :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Adresse professionnelle et coordonnées :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Personne habilitée à donner les renseignements relatifs aux nantissements et cession de créances :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Cocher la case correspondant à votre situation :[ ]  Agissant pour mon propre compte[ ]  Agissant pour le compte de la société\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Numéro SIRET ou SIRENE :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Code d’activité économique (APE) :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Numéro d’Inscription au Registre du Commerce et des Sociétés :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ [ ]  Agissant en tant que mandataire du groupement solidaire | 1. **Contracting Party**

Surname, forename and position of signatory:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Business address and personal details:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Person authorised to provide information relating to liens and assignment of receivables:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Tick the box relevant to your situation:[ ]  Acting for my own account[ ]  Acting on behalf of the company\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Company Number:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Economic activity code:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Number of registration in Register of Trade and Companies:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ [ ]  Acting as representative of the group acting jointly |

|  |  |
| --- | --- |
| Dénomination sociale et adresse de chaque membre du groupement – Nom du ReprésentantCorporate name and address of each group member - Name of the Representative | Numéro de téléphone, de télécopie, adresse électronique, n° SIRETPhone number, fax number, e-mail address, company number |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| Après avoir pris connaissance des Cahier des Clauses Administratives et Techniques Particulières (CCAP et CCTP) et des documents qui y sont mentionnés et, après avoir fourni les pièces prévues au Règlement de la Consultation (RC),Je m’ENGAGE ou j’ENGAGE le groupement dont je suis mandataire, sans réserve, conformément aux conditions, clauses et prescriptions imposées par le Cahier des Clauses Particulières, à exécuter les prestations qui me concernent, dans les conditions ci-après définies.L’offre ainsi présentée ne me lie toutefois que si son acceptation nous est notifiée dans un délai maximum de **180 jours** à compter de la date limite de réception des offres fixée par le Règlement de la Consultation (RC).1. **Objet de l’Accord-Cadre**

L’objet du présent accord-cadre est de séléctionner un prestatataire de service afin de réaliser les prestations telles que définies à l’Article 3 du Cahier des Charges (CCTP), et liées à l’externalisation des audits de système et des audits d’opérations pour l’Initiative AIU. 1. **Durée de l’Accord-Cadre**

L’accord-cadre est conclu pour une durée de sept (7) ans à compter de sa notification au titulaire.Il pourra être reconduit tacitement par périodes successives de douze (12) mois à sa date d’anniversaire sans que sa durée totale n’excède dix (10) ans.Si le Pouvoir Adjudicateur décide de ne pas reconduire l’accord-cadre, il en informera le titulaire par écrit.Le pouvoir adjudicateur peut toutefois décider de ne pas reconduire l’accord-cadre.1. **Pièces Constitutives du Marché**

Les pièces constitutives de l’accord-cadre sont les suivantes (par ordre de priorité décroissante) :**Pièces particulières*** Acte d’Engagement et son annexe, dont l’exemplaire original, conservé dans les archives du Pouvoir Adjudicateur, fait seul foi
* CCAP (Cahier des Clauses Administratives Particulières) dont l’exemplaire original, conservé dans les archives du Pouvoir Adjudicateur, fait seul foi
* CCTP (Cahier des Clauses Techniques Particulières) dont l’exemplaire original, conservé dans les archives du Pouvoir Adjudicateur, fait seul foi
* Le Bordereau des Prix (BP)
* La note méthodologique

**Pièce générale*** Le Cahier des Charges Administratives Générales applicable aux Fournitures Courantes et Services (CCAG-FCS)
* Le CCTG, les normes nationales et européennes en vigueur
1. **Prix**

Je me soumets et m’engage (Nous nous soumettons et nous nous engageons) envers le GEIE – GECOTTI-PE à exécuter le marché visé ci-dessus pour lequel je consens (nous consentons) aux prix fixés au Bordereau des Prix (BP).Les prix sont révisables en application de l’indice Syntec\*, une seule fois par an, à compter de la première année de reconduction.Le mois d’établissement des prix est le mois M0 (Mai2016)\*Formule indice SyntecP1 = PO x S1 SOP1 : prix réviséP0 : prix contractuel d'origineS0 : indice SYNTEC de référence retenu à la date contractuelle d'origineS1 : dernier indice publié à la date de révisionIl m’(nous) appartient de transmettre au Pouvoir adjudicateur, par courrier recommandé avec accusé de réception, la liste des nouveaux prix propres au marché à l’adresse suivante :GEIE GECOTTI-PE45/D, rue de Tournai1° étageF-59000 LILLEGérante : Mme Pascale SIAUVE1. **Paiement**

La facturation sera établie telle que décrite sous l’article 5 du Cahier des Administratives Clauses Particulières.Le GEIE GECOTTI-PE se libérera des sommes dues au titre du présent marché en faisant porter le montant au crédit du compte suivant : (joindre un RIB/IBAN + BIC ou SWIFT)Ouvert au nom de (compte du titulaire du marché) :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Banque :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Guichet :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ N° de compte :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Clé RIB:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Domicilié chez (nom et adresse de l’établissement) :\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Les sommes dues au(x) titulaire(s) et au(x) sous-traitant(s) de premier rang éventuel, seront payées dans un délai global de 30 jours à compter de la date de réception des factures ou des demandes de paiement équivalentes, selon les modalités décrites à l’article 5 du CCAP.Le pouvoir adjudicateur contractant se libèrera des sommes dues aux sous-traitants payés directement en faisant porter leurs montants au crédit des comptes désignés dans les annexes, les avenants ou les actes spéciaux.J’affirme (nous affirmons) sous peine de résiliation du marché à mes (nos) torts exclusifs que la (les) société(s) pour laquelle (lesquelles) j’interviens (nous intervenons) ne tombe(nt) pas sous le coup des interdictions découlant des articles 8 et 38 de l’ordonnance n° 2005-649 du 6 juin 2005.Les déclarations similaires des éventuels sous-traitants énumérés supra sont annexées au présent Acte d’Engagement (AE).**ENGAGEMENT DU CANDIDAT :**Fait en deux originauxSignature et cachet du candidatPorter la mention manuscrite « Lu et approuvé »\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ A \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Le\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ **ACCEPTATION DE L’OFFRE PAR LE GEIE GECOTTI-PE :**Est acceptée la présente offre pour valoir Acte d’Engagement.Signature du Pouvoir AdjudicateurLa Gérante\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ A Lille, le\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_  | After reading the Administrative and Technical Special Terms and Conditions and documents mentioned therein and, after providing documents defined in Call for Tenders Rules document (RC),I unreservedly UNDERTAKE to provide or I BIND the group which I represent to the provision of the relevant services under such terms as hereinafter set out in compliance with the stipulations by the Special Terms and Conditions.However, the tender so submitted will only be binding upon us if acceptance thereof is notified to us within not more than **180 days** from the deadline for the receipt of tenders as determined by the Call for Tenders Rules document.1. **Object of the Framework Contract**

The purpose of the framework contract is to select a service provider that will carry out the tasks as defined in Article 3 of the Terms of Reference (CCTP), and relating to the externalisation of system audits and audits of operations for the UIA Initiative.1. **Duration of the Framework Contract**

The Framework contract is concluded for a duration of seven (7) years from its notification to the successful tenderer. It may be renewed tacitly for successive periods of twelve (12) months at its anniversary date without the total duration exceeding ten (10) years.If the Contracting Authority decides not to renew the framework contract, it will inform the contractor in writing.Nevertheless, the contracting authority can decide not to renew the framework contract.1. **Documents Constituting the Contract**

Documents constituting the framework contract are the following (in descending order of priority):**Specific documents*** The Service Contract and its annex thereto, of which only the original copy, kept in the records of the Awarding Authority, will be deemed authentic
* The Administrative Special terms and conditions of which only the original copy, kept in the records of the Awarding Authority, will be deemed authentic
* CCTP (Cahier des Clauses Techniques Particulières) dont l’exemplaire original, conservé dans les archives du Pouvoir Adjudicateur, fait seul foi
* The Price List (BP)
* The methodological note

**General document*** The CCAG current supplies and services – CCAG FCS (Decree of 19 January 2009)
* The CCTG, National and European legislation in force
1. **Price**

I submit myself and make a commitment (We submit ourselves and we make a commitment) to the EEIG – GECOTTI-PE to execute the above mentioned procurement contract for which I grant (we grant) to the prices fixed in our financial offer (BP).Prices are subject to adjustment by application of the Syntec index\*, once a year, starting from the first year of renewal.The month of establishment of the prices is “M0” (Mai 2016)\*Syntec index formulaP1 = P0 x S1 S0P1: revised priceP0: original contract priceS0: Reference SYNTEC index selected at the original contractual dateS1: latest index published at the date of adjustmentIt is my (our) duty to send to the Contracting Authority, by registered mail with acknowledgement of receipt, the list of new prices for the contract at the following address:GEIE GECOTTI-PE45/D, rue de Tournai1° étageF-59000 LILLEManager: Ms Pascale SIAUVE1. **Payment**

Invoices will be issued in compliance with article 5, Administrative Special Terms and Conditions.The EEIG GECOTTI-PE will pay up monies due under this contract by crediting the sum to the following account: (please attach bank details including SWIFT and IBAN)Account opened on behalf of (account of successful tenderer):\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Bank:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Branch:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Account No:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Sort code:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Name and address of the institution where the account was opened:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Monies due to any top-ranking successful tenderer(s) and sub-contractor(s) will be paid within a global period of 30 days from the date of receipt of invoices or comparable claims for payment, according to the conditions mentioned in the article 5 of the CCAP.The contracting awarding authority will pay up monies due to sub-contractors entitled to receive direct payments by crediting payments owed to them to such accounts as referred to in any annexes, additional clauses or special deeds.I assert (we assert) that the company/companies for which I work (we work) is/are not prohibited from operating for any reason as set out in Articles 8 & 38, French Order No. 2005-649, 6 June 2005 failing which, the termination of the contract shall be pronounced on my (our) sole blame.Any similar statements from any sub-contractors listed above are attached to this service contract.**COMMITMENT FROM THE TENDERER:**Made in two original copySignature and seal of the tendererPlease write by hand: “Read and approved”\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Place:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Date:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ **ACCEPTANCE OF THE TENDER BY EEIG GECOTTI-PE:**This tender is accepted to serve and to be used as a service contract.Signature of Awarding AuthorityManager\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ Place: Lille, Date:\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_  |