

MARCHE PUBLIC DE PRESTATIONS DE SERVICE

(ACCORD CADRE A BONS DE COMMANDE)

**CADRE DE MEMOIRE TECHNIQUE**

**MARCHE N°2025-15**

**A REMPLIR PAR LES CANDIDATS**

OBJET DU MARCHE :

**Prestations de gardiennage et de sécurité incendie des locaux de la grande chancellerie de la Légion d'honneur**

**PROCEDURE ADAPTEE OUVERTE EN VERTU DES ARTICLES L.2123- 1 ET R.2123-1 ET SUIVANTS DU CODE DE LA COMMANDE PUBLIQUE**

**Pouvoir Adjudicateur :**

Grande chancellerie de la Légion d’honneur

Pôle Marchés Publics

1 rue de Solférino

75700 PARIS 07SP

Téléphone : 01.40.62.83.48

[marches@legiondhonneur.fr](mailto:marches@legiondhonneur.fr)

**DATE LIMITE DE REMISE DES OFFRES : MERCREDI 11 MARS 2026 à 12H00**

**Date de la dernière visite (visite obligatoire) : VENDREDI 8 JUILLET 2022 à 13h00**

*Classification CPV : 79713000-5 (Services de gardiennage)*

# CADRE DU MEMOIRE TECHNIQUE

Le mémoire technique est un document à compléter par les entreprises et à joindre dans les pièces relatives à l’offre.

**La production de ce mémoire technique intégralement rempli est une exigence spécifiée dans le règlement de la consultation.**

**La non-production pourra entraîner le rejet de l’offre.**

Ce cadre a pour objectif de donner au pouvoir adjudicateur toutes les indications utiles permettant d’apprécier la capacité de l’entreprise à satisfaire les besoins exprimés et à analyser les critères de jugement des offres.

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En tout état de cause, les candidats ne devront pas produire plus de **15 pages d’argumentaires**. Au-delà des 10 pages (chapitres réservés aux candidats), le candidat sera sanctionné de 10 points sur sa note relative à la valeur technique. En outre, la police de caractère ne devra pas être inférieure à 11. De même, la production d’éléments illisibles ou le renvoi vers des documents non demandés entraînera l’application d’une pénalité de 5 points (*c.f. article 12.1 du règlement de la consultation*).

Le pouvoir adjudicateur choisira l’offre qu’il jugera économiquement la plus avantageuse. Ce jugement sera établi en considérant les critères ci-après présentés avec leur pondération.

| **Critères de notation** | **Pondération** |
| --- | --- |
| **Valeur technique :**  Jugée au regard de la qualité et le contenu du cadre de mémoire technique complété par le candidat et selon les sous-critères suivants :   1. Moyens humains, remplacement des agents et gestion des urgences : *30 points*; 2. Suivi et contrôle des prestations : *10 points ;* 3. Moyens matériels : tenue des agents-, documents de suivi, outils de communication, formation du personnel : *10 points*; 4. Aspects RSO du candidat : *5 points.* | **55 points** |
| **Prix des prestations** jugé au regard des prix portés au bordereau des prix unitaires.  La notation du prix est effectuée sur la base d’une simulation de commande élaborée avant la remise des offres, qui n’est pas portée à la connaissance des candidats. | **45 points** |

**VALEUR TECHNIQUE DE L’OFFRE   
(55 POINTS)**

1. **Moyens humains, remplacement des agents et gestion des urgences (*30 points*)**

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1. **Suivi et contrôle des prestations (10 points)**

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1. **Moyens matériels : tenue des agents, documents de suivi, outils de communication, formation du personnel (*10 points*)**

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1. **Aspects RSO du candidat (*5 points*)**

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**Signature du candidat :**

**« Je m’engage à respecter les informations que j’ai indiquées ci-dessus ».**

A .........................................., le ..........................................

*(Nom, qualité, tampon et signature de la personne habilitée à engager la société)*