

**Ireland-Dublin: Travel agency, tour operator and tourist assistance services**

OJ S 5/2014 08/01/2014

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: An Post National Lottery Company

Postal address: Abbey Street Lower

Town: Dublin

Postal code: 1

Country: Ireland

For the attention of: Barbara Weafer

E-mail: [barbara.weafer@lottery.ie](mailto:barbara.weafer@lottery.ie)

Telephone: +353 18364444

Fax: +353 18366034

**Internet address(es):**General address of the contracting authority: <http://www.lottery.ie>**Additional information can be obtained from:**

the abovementioned address

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: An Post National Lottery Company

Postal address: Abbey Street Lower

Town: Dublin

Postal code: 1

Country: Ireland

Contact person: All documents and information may be downloaded from etenders advertisement on [www.etenders.gov.ie](http://www.etenders.gov.ie)

For the attention of: Barbara Weafer

Telephone: +353 18364444

Fax: +353 18366034

Internet address: <http://www.lottery.ie>**Tenders or requests to participate must be submitted:** the abovementioned address**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Other: National Lottery

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

---

**II.1. Description**

**II.1.1. Title attributed to the contract by the contracting authority**

Travel Management Services - Trip to San Francisco.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 20: Supporting and auxiliary transport services

Main site or place of performance: Dublin and San Francisco, U.S.A.

NUTS code IE Éire / Ireland

**II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

**II.1.4. Information about framework agreement**

**II.1.5. Short description of the contract or purchase(s)**

The National Lottery is preparing a schedule of prizes for inclusion in its 'Winning Streak' scratch card game including a trip to San Francisco. It is envisaged that the trip will take place from 22.8.2014 to 28.8.2014.

The successful tenderer will be required to arrange a tailor-made travel package consisting of flights, hotel accommodation with breakfast, some meals and an events programme/ entertainment schedule, hospitality services and ancillary / associated services.

**II.1.6. CPV code(s)**

63500000 Travel agency, tour operator and tourist assistance services, 63510000 Travel agency and similar services, 63515000 Travel services, 63516000 Travel management services

**II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

**II.1.8. Lots**

This contract is divided into lots: no

**II.1.9. Information about variants**

Variants will be accepted: no

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

It is anticipated that the group size will be approximately 96 people. However this may increase.

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

**II.3. Duration of the contract or time limit for completion**

**Section III: Legal, economic, financial and technical information**

---

**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Please see Invitation to Tender document for details. The tender document is available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie)

### **III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

A grouping if successful must be prepared to contract as a single entity having joint and several liability.

### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Please see Invitation to Tender document for details. The tender document is available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie)

## **III.2. Conditions for participation**

### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: Please see Invitation to Tender document for details. The tender document is available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie)

### **III.2.2. Economic and financial ability**

List and brief description of conditions: Please see Invitation to Tender document for details.

The tender document is available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie)

Minimum level(s) of standards possibly required: Please see Invitation to Tender document for details. The tender document is available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie)

### **III.2.3. Technical and professional ability**

List and brief description of conditions:

Please see Invitation to Tender document for details. The tender document is available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie)

Minimum level(s) of standards possibly required:

Please see Invitation to Tender document for details. The tender document is available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie)

### **III.2.4. Information about reserved contracts**

## **III.3. Conditions specific to services contracts**

### **III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: no

### **III.3.2. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

## **Section IV: Procedure**

---

### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Open

**IV.1.2. Information about the limits on the number of candidates to be invited**

**IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

**IV.2. Award criteria**

**IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

**IV.2.2. Information about electronic auction**

An electronic auction will be used: no

**IV.3. Administrative information**

**IV.3.1. File reference number attributed by the contracting authority**

**IV.3.2. Previous publication concerning this procedure**

no

**IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Payable documents: no

**IV.3.4. Time limit for receipt of tenders or requests to participate**

21.2.2014 - 12:00

**IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

**IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

**IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

**IV.3.8. Conditions for opening of tenders**

**Section VI: Complementary information**

---

**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.2. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

**VI.3. Additional information**

The award of the contract may be subject to successful presentation and interview. It will be a condition of the award of the contract that the successful tenderer holds a current Tax Clearance Certificate from the Irish Revenue Commissioners. The contracting authority accepts no liability for any costs, charges or expenses incurred by applicants in this tender process. Contact award will be subject to approval by the competent authorities. The contracting authority reserves the right to award or not to award a contract.

Please note that all information relating to this procurement, including any additional documentation, clarifications and responses to queries, will be issued via the Irish Government Procurement Opportunities Portal ([www.etenders.gov.ie](http://www.etenders.gov.ie)). Please refer to the etenders website for guidance on been kept informed of such matters.

The contracting authority will not accept responsibility for information relayed (or not relayed) via third parties.

If for any reason it is not possible to award this contract to the successful tenderer emerging from this competitive process the contracting authority reserves the right to award the contract to the next highest scoring tenderer on the basis of the terms advertised and tendered by that party.

To receive more information about this tender, including any amendments and/or clarifications and to request any clarifications and/or to respond to this tender, you must register your interest to this tender on the following site: [https://irl.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=72915&B=ETENDERS\\_SIMPLE](https://irl.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=72915&B=ETENDERS_SIMPLE)

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: The High Court

Postal address: Chief Registrar, Four Courts, Inns Quay

Town: Dublin

Postal code: 7

Country: Ireland

E-mail: [highcourtscentraloffice@courts.ie](mailto:highcourtscentraloffice@courts.ie)

Telephone: +353 18886000

Internet address: <http://www.courts.ie>

##### **VI.4.2. Review procedure**

##### **VI.4.3. Service from which information about the review procedure may be obtained**

Official name: Contact your own legal advisor

Country: Ireland

#### **VI.5. Date of dispatch of this notice**

6.1.2014