

IRL-Dublin: Travel management services
OJ S 44/2013 02/03/2013
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
Contact person: Procurement
For the attention of: Barbara Weafer ref "Big Money New York Holiday"
E-mail: 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

For the attention of: All documents and information may be downloaded from etenders advertisement on www.etenders.gov.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

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 New York

NUTS code

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 "Big Money" summer scratch card game including a trip to New York City. It is envisaged that the trip will take place from Friday 27th September 2013 to Thursday 3rd October 2013.

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

II.1.6. CPV code(s)

63516000 Travel management services, 63500000 Travel agency, tour operator and tourist assistance services, 63510000 Travel agency and similar 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 to a maximum of approximately 100 people.

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 the tender document for details. The tender document is available to download from 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 the tender document for details. The tender document is available to download from 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 the tender document for details. The tender document is available to download from www.etenders.gov.ie

III.2.2. Economic and financial ability

List and brief description of conditions: Please see the tender document for details. The tender document is available to download from www.etenders.gov.ie

Minimum level(s) of standards possibly required: Please see the tender document for details. The tender document is available to download from www.etenders.gov.ie

III.2.3. Technical and professional ability

List and brief description of conditions:

Please see the tender document for details. The tender document is available to download from www.etenders.gov.ie

Minimum level(s) of standards possibly required:

Please see the tender document for details. The tender document is available to download from 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: yes

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

9.4.2013 - 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

Duration in months: 2 (from the date stated for receipt of 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). 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=63271&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

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

27.2.2013