

**Belgium-Brussels: External Provision of Communication Services**

OJ S 78/2019 19/04/2019

**Contract notice  
Services****Legal Basis:**

Regulation (EU, Euratom) No 2018/1046

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Parliament

Postal address: 60 rue Wiertz

Town: Brussels

NUTS code: BE10 Région de Bruxelles-Capitale/ Brussels Hoofdstedelijk Gewest

Postal code: 1047

Country: Belgium

Contact person: DG COMM Finance Unit

E-mail: [dgcomm-contracts-fwc@europarl.europa.eu](mailto:dgcomm-contracts-fwc@europarl.europa.eu)**Internet address(es):**Main address: [www.europarl.europa.eu/](http://www.europarl.europa.eu/)**I.1. Name and addresses**

Official name: European Commission

Town: Brussels

NUTS code: BE10 Région de Bruxelles-Capitale/ Brussels Hoofdstedelijk Gewest

Country: Belgium

E-mail: [dgcomm-contracts-fwc@europarl.europa.eu](mailto:dgcomm-contracts-fwc@europarl.europa.eu)**Internet address(es):**Main address: <https://ec.europa.eu/>**I.1. Name and addresses**

Official name: Committee of the Regions

Postal address: 60 rue Wiertz

Town: Brussels

NUTS code: BE10 Région de Bruxelles-Capitale/ Brussels Hoofdstedelijk Gewest

Country: Belgium

E-mail: [dgcomm-contracts-fwc@europarl.europa.eu](mailto:dgcomm-contracts-fwc@europarl.europa.eu)**Internet address(es):**Main address: <https://cor.europa.eu/>**I.1. Name and addresses**

Official name: Council of the European Union

Postal address: 60 rue Wiertz

Town: Brussels

NUTS code: BE10 Région de Bruxelles-Capitale/ Brussels Hoofdstedelijk Gewest

Country: Belgium

E-mail: [dgcomm-contracts-fwc@europarl.europa.eu](mailto:dgcomm-contracts-fwc@europarl.europa.eu)**Internet address(es):**Main address: <https://www.consilium.europa.eu/>

### **I.1. Name and addresses**

Official name: European Union External Action Service

Postal address: 60 rue Wiertz

Town: Brussels

NUTS code: BE10 Région de Bruxelles-Capitale/ Brussels Hoofdstedelijk Gewest

Postal code: 1047

Country: Belgium

E-mail: [dgcomm-contracts-fwc@europarl.europa.eu](mailto:dgcomm-contracts-fwc@europarl.europa.eu)

#### **Internet address(es):**

Main address: <https://eeas.europa.eu/>

### **I.2. Information about joint procurement**

The contract involves joint procurement

### **I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=4496>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

### **I.4. Type of the contracting authority**

European institution/agency or international organisation

### **I.5. Main activity**

General public services

## **Section II: Object**

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### **II.1. Scope of the procurement**

#### **II.1.1. Title**

External Provision of Communication Services

Reference number: COMM/AWD/2019/37

#### **II.1.2. Main CPV code**

79610000 Placement services of personnel

#### **II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

The purpose of this call for tenders is the selection of up to 3 tenderers (per lot, see below) as external service providers for communication services. It contains 2 lots:

Lot 1 includes profiles related to conceptual work for communication products, designing and authoring, work in digital and social media (including software development for social media);

Lot 2 includes profiles related to analysis and generic tasks related to visitors services.

#### **II.1.5. Estimated total value**

#### **II.1.6. Information about lots**

This contract is divided into lots: yes

Tenders may be submitted for all lots

## **II.2. Description**

### **II.2.1. Title**

Provision of Services Related to Conceptual Work for Communication Products, Designing and Authoring, Work in Digital and Social Media  
Lot No: 1

### **II.2.2. Additional CPV code(s)**

79416000 Public relations services, 79340000 Advertising and marketing services, 72212222 Web server software development services, 72316000 Data analysis services, 72224000 Project management consultancy services

### **II.2.3. Place of performance**

NUTS code: BE Belgique / België

NUTS code: FR France

Main site or place of performance: Brussels and STRASBOURG.

### **II.2.4. Description of the procurement**

Lot 1 is composed of the following profiles:

- junior web designer,
- senior web designer,
- social media IT developer,
- data analyst,
- junior web editor,
- senior web editor,
- digital media producer,
- community manager,
- language editor,
- junior copywriter,
- senior copywriter,
- junior art director,
- senior art director,
- project manager,
- media analyst.

### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6. Estimated value**

### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 60

This contract is subject to renewal: yes

Description of renewals:

The contract shall be renewed tacitly on an annual basis, but its duration may not exceed 4 years from the date of its entry into force. Under exceptional circumstances, the contract may be renewed a fourth time for a 1-year period.

### **II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11.**

## **Information about options**

Options: no

### **II.2.13. Information about European Union funds**

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

### **II.2.14. Additional information**

#### **II.2. Description**

##### **II.2.1. Title**

Provision of Services Related to Conceptual Work for Communication Products, Designing and Authoring, Work in Digital and Social Media  
Lot No: 2

##### **II.2.2. Additional CPV code(s)**

92500000 Library, archives, museums and other cultural services

##### **II.2.3. Place of performance**

NUTS code: BE Belgique / België

NUTS code: FR France

Main site or place of performance: Brussels and STRASBOURG

##### **II.2.4. Description of the procurement**

Lot 2 is composed of the following profiles:

- museum educator,
- museum expert,
- interior designer,
- market research specialist and profiler,
- database assistant,
- museum/cultural events organiser,
- museum publications coordinator,
- data protection analyst.

##### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

##### **II.2.6. Estimated value**

##### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 60

This contract is subject to renewal: yes

Description of renewals:

The contract shall be renewed tacitly on an annual basis, but its duration may not exceed 4 years from the date of its entry into force. Under exceptional circumstances, the contract may be renewed a fourth time for a 1-year period.

##### **II.2.10. Information about variants**

Variants will be accepted: no

##### **II.2.11. Information about options**

Options: no

### **II.2.13. Information about European Union funds**

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

### **II.2.14. Additional information**

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

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### **III.1. Conditions for participation**

#### **III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

See procurement documents.

#### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

## **Section IV: Procedure**

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### **IV.1. Description**

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

Open procedure

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators Envisaged maximum number of participants to the framework agreement: 3

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

### **IV.2. Administrative information**

#### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 01/07/2019 Local time: 17:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.2.7. Conditions for opening of tenders**

Date: 03/07/2019 Local time: 10:00

Place:

80 rue Belliard, 1040 Brussels.

Information about authorised persons and opening procedure: See conditions in the tender documents.

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: no

### **VI.3. Additional information**

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

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

Official name: General Court of the Court of Justice of the European Union

Town: Luxembourg

Country: Luxembourg

Internet address: <http://curia.europa.eu/>

#### **VI.4.4. Service from which information about the review procedure may be obtained**

Official name: European Parliament - Directorate-General for Communication

Postal address: 60 rue Wiertz

Town: Brussels

Postal code: 1047

Country: Belgium

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

12/04/2019