

IRL-Dublin: supply of media consultancy services to the Representation of the European Commission in Ireland

OJ S 125/2012 03/07/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for Communication, Representation in Ireland

Postal address: European Union House, 18 Dawson Street

Town: Dublin 2

Country: Ireland

For the attention of: Steffen Schulz

E-mail: comm-ie-tenders@ec.europa.eu

Telephone: +353 16341118

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/ireland/tenders_and_grants/index_en.htm

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:

the abovementioned address

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

I.2. Type of the contracting authority

European institution/agency or international organisation

I.3. Main activity

General public services

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**

Supply of media consultancy services to the Representation of the European Commission in Ireland.

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

Services

Service category No 27: Other services

Main site or place of performance: Contractor's premises.

NUTS code IE0 Ireland

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

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in years: 4

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

In the framework of its communication policy, the Representation of the European Commission in Ireland is organising a range of activities for the general public or specific target groups to explain the European Union, its policies and its Institutions. This tender consists of the following 3 lots:

lot I: technical assistance for events and campaigns;

lot II: audiovisual consultancy services;

lot III: online communication consultancy services.

II.1.6. CPV code(s)

79410000 Business and management consultancy services, 79416200 Public relations consultancy services, 79900000 Miscellaneous business and business-related services

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

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The indicative budget for this tender is for the maximum duration of 4 years:

lot I — annual maximum ceiling: 75 000 EUR (VAT excluded);

lot II — annual maximum ceiling: 75 000 EUR (VAT excluded);

lot III — annual maximum ceiling: 75 000 EUR (VAT excluded).

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Technical assistance for events and campaigns

1) Short description

Support to the organisation of campaigns and events.

Preparation of information material.
Feedback on events.

2) CPV code(s)

79410000 Business and management consultancy services, 79416200 Public relations consultancy services, 79900000 Miscellaneous business and business-related services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Audiovisual consultancy services

1) Short description

Drafting and updating of an audiovisual action plan.
Preparation of audiovisual info material.
Stimulating EU news coverage on radio and TV and other channels.
Feedback on audiovisual activities.

2) CPV code(s)

79410000 Business and management consultancy services, 79416200 Public relations consultancy services, 79900000 Miscellaneous business and business-related services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: Online communication consultancy services

1) Short description

Drafting and updating of an online action plan.
Preparation of information material for the Internet.
Feedback on online activities.

2) CPV code(s)

79410000 Business and management consultancy services, 79416200 Public relations consultancy services, 79900000 Miscellaneous business and business-related services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

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 refer to the draft framework contract.

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

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

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 refer to the tender specifications.

III.2.2. Economic and financial ability

List and brief description of conditions: Please refer to the tender specifications.

III.2.3. Technical and professional ability

List and brief description of conditions:
Please refer to the tender specifications.

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

PO/2012-8/DUB.

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

29.8.2012 - 16:00

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

Any EU official language

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

Duration in months: 9 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 5.9.2012 - 11:00

Place:

European Commission Representation in Dublin.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Representatives of the Commission and tenderers.

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

All documentation of this call for tenders, including any additional information during the procedure is published at the following Internet address: http://ec.europa.eu/ireland/tenders_and_grants/index_en.htm

Tenderers should consult this site regularly, as additional information may be published at any time during the procedure.

Under Articles 126(1)(f) and Article 126(3) of Commission Regulation (EC, Euratom) No 2342 /2002 of 23.12.2002, laying down detailed implementing rules, the contracting authority may use a negotiated procedure for the award of new services which entail the repetition of similar services entrusted to the contractor who was awarded the original contract. That procedure may be used only during the 3 years following conclusion of the original contract.

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court of the European Union
Postal address: boulevard Konrad Adenauer
Town: Luxembourg
Postal code: 2925
Country: Luxembourg
E-mail: cfi.registry@curia.europa.eu
Telephone: +352 4303-1
Fax: +352 4303-2100
Internet address: <http://curia.europa.eu>

VI.4.2. Review procedure

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

VI.5. Date of dispatch of this notice

20.6.2012