

Germany-Cologne: Travel Agency and Related Services for the European Union Aviation Safety Agency (EASA) in Cologne
OJ S 94/2019 16/05/2019
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: European Aviation Safety Agency

Postal address: Konrad-Adenauer-Ufer 3

Town: Cologne

NUTS code: DEA23 Köln, Kreisfreie Stadt

Postal code: 50668

Country: Germany

E-mail: tenders@easa.europa.eu

Internet address(es):

Main address: <http://www.easa.europa.eu/the-agency>

Address of the buyer profile: <https://www.easa.europa.eu/the-agency/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=4855>

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

Other activity: Aviation Safety, Environment

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Travel Agency and Related Services for the European Union Aviation Safety Agency (EASA) in Cologne

Reference number: EASA.2019.HVP.15

II.1.2. Main CPV code

63515000 Travel services

II.1.3. Type of contract

Services

II.1.4. Short description

The Agency is seeking to contract a travel agency service provider for the following services:
(a) travel agency services to EASA staff (based in Cologne, with office in Brussels, and representations in Beijing, Montreal, Singapore and Washington D.C);
(c) related support services;
(d) optional related support services.
Detailed description of the services and delivery setup is described in the Procurement Documents (Part II — Tender Specifications).

II.1.5. Estimated total value

Value excluding VAT: 2 500 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

63515000 Travel services, 63516000 Travel management services

II.2.3. Place of performance

NUTS code: DEA2 Köln

Main site or place of performance: EASA headquarters — Konrad-Adenauer-Ufer 3 D-50668 Cologne, GERMANY

II.2.4. Description of the procurement

Open procedure for the provision of business travel and associated services.

Detailed description of services, selection and evaluation criteria and contractual conditions can be found in the published procurement documents.

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

Value excluding VAT: 2 500 000,00 EUR

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

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

Framework contract signed for 1 year and renewable up to 4 times, for a maximum possible duration of 5 years.

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

All relevant information is contained in the published procurement documents.

Section III: Legal, economic, financial and technical information

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:
In 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

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

In procurement documents, Part III: Draft Contract.

III.2.3. 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

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

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

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: 18/06/2019 Local time: 12:00

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

English

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

Duration in months: 4 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 19/06/2019 Local time: 10:00

Place:

EASA Headquarters, Cologne Germany.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

Electronic invoicing will be accepted

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: L-2925

Country: Luxembourg

E-mail: GeneralCourt.Registry@curia.europa.eu

Telephone: +352 4303-1

Fax: +352 4303-2100

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

VI.5. Date of dispatch of this notice

09/05/2019