

B-Brussels: the provision of advice and consultancy services in accounting and financial IT systems

OJ S 146/2012 01/08/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for the Budget

Postal address: avenue d'Auderghem 19

Town: Brussels

Postal code: 1049

Country: Belgium

Contact person: Director-General, Budget DG

For the attention of: Mr Hervé Jouanjean

E-mail: budg-12-po-02@ec.europa.eu**Internet address(es):**General address of the contracting authority: http://ec.europa.eu/dgs/budget/index_en.htmAddress of the buyer profile: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=122>Electronic access to information: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=122>**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: Official name: European Commission, Directorate-General for the Budget, Unit 03 — Operational management and accounting system development, coordination of agencies

Postal address: avenue du Bourget 1

Town: Brussels (Evere)

Postal code: 1140

Country: Belgium

Contact person: Dirk Lapage, Head of Unit

E-mail: budg-12-po-02@ec.europa.eu

Telephone: +32 22961982

Internet address: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=122>**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: yes

Official name: Trans-European Transport Network Executive Agency

Postal address: W910 03/62

Town: Brussels

Postal code: 1049
Country: Belgium
Official name: Research Executive Agency
Postal address: COV2 18/132
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: Education, Audiovisual and Culture Executive Agency
Postal address: BOU2 1/07
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: Executive Agency for Competitiveness and Innovation
Postal address: COV2 12/49
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: Executive Agency for Health and Consumers
Postal address: DRB A3/038
Town: Luxembourg
Postal code: 2920
Country: Luxembourg
Official name: European Asylum Support Office
Postal address: Malta Transport Centre, Block A, Xatt L-Ghassara tal-Gjeb
Town: Marsa
Country: Malta
Official name: European Banking Authority
Postal address: Tower 42, 25 Old Broad Street
Town: London
Postal code: EC2N 1HQ
Country: United Kingdom
Official name: European Chemicals Agency
Postal address: Annankatu 18, PO Box 400
Town: Helsinki
Postal code: FI-00121
Country: Finland
Official name: European Environment Agency
Postal address: Kongens Nytorv 6
Town: Copenhagen
Postal code: 1050
Country: Denmark
Official name: European External Action Service
Postal address: EEAS.MDR.A05/242
Town: Brussels
Postal code: 1046
Country: Belgium
Official name: European Fisheries Control Agency
Postal address: Edificio Odriozola, Avenida Garcia Barbon, 4

Town: Vigo
Postal code: 36201
Country: Spain
Official name: European Institute for Gender Equality
Postal address: Svitrigailos g.11M
Town: Vilnius
Postal code: LT-03228
Country: Lithuania
Official name: European Insurance and Occupational Pensions Authority
Postal address: Westhafen Tower, Westhafenplatz 1
Town: Frankfurt-on-Main
Postal code: 60327
Country: Germany
Official name: European Institute of Innovation and Technology
Postal address: Infopark, E Building Neumann Janos utca, 1/E
Town: Budapest
Postal code: 1117
Country: Hungary
Official name: European Monitoring Centre for Drugs and Drug Addiction
Postal address: Cais do Sodré
Town: Lisbon
Postal code: 1249-289
Country: Portugal
Official name: European Maritime Safety Agency
Postal address: Cais do Sodré
Town: Lisbon
Postal code: 1249-206
Country: Portugal
Official name: European Network and Information Security Agency
Postal address: Vasilika Vouton, PO Box 1309
Town: Heraklion
Postal code: 710 01
Country: Greece
Official name: European Research Council Executive Agency
Postal address: ERCEA.D COV2 20/132
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: European Securities and Markets Authority
Postal address: 103 rue de Grenelle
Town: Paris Cedex 07
Postal code: 75345
Country: France
Official name: European Training Foundation
Postal address: Villa Gualino, viale Settimio Severo 65
Town: Turin TO
Postal code: 10133
Country: Italy
Official name: European Foundation for the Improvement of Living and Working Conditions
Postal address: Wyattville Road, Loughlinstown

Town: Dublin 18
Country: Ireland
Official name: European Union's Judicial Cooperation Unit (Eurojust)
Postal address: PO Box 16183
Town: The Hague
Postal code: 2500 BD
Country: Netherlands
Official name: Fuel Cells and Hydrogen Joint Undertaking
Postal address: FCH JU TO 56 4/38
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: Fusion for Energy Joint Undertaking
Postal address: Josep Pla, 2, TDL-B3 office 11/23
Town: Barcelona
Postal code: 08019
Country: Spain
Official name: European Union Agency for Fundamental Rights
Postal address: Schwarzenbergplatz 11
Town: Vienna
Postal code: 1040
Country: Austria
Official name: European GNSS Agency
Postal address: rue de la Loi 56, office 8/69
Town: Brussels
Postal code: 1049
Country: Belgium
Official name: Agency for the operational management of large-scale IT Systems
Town: Tallinn
Country: Estonia
Official name: European Agency for Safety and Health at Work
Postal address: Gran Via, 33
Town: Bilbao
Postal code: 48009
Country: Spain
Official name: European Parliament
Postal address: Robert Schuman building, office 05B038
Town: Luxembourg
Postal code: 2929
Country: Luxembourg
Official name: European Ombudsman
Postal address: 1 avenue du Président Robert Schuman, CS 30403
Town: Strasbourg
Postal code: 67001
Country: France
Official name: European Economic and Social Committee
Postal address: rue Belliard 99
Town: Brussels
Postal code: 1040
Country: Belgium

Official name: Committee of the Regions

Postal address: rue Montoyer 92–102, BvS building, office 847

Town: Brussels

Postal code: 1000

Country: Belgium

Official name: European Agency for the Cooperation of Energy Regulators

Postal address: Trg Republike 3

Town: Ljubljana

Postal code: SI-1000

Country: Slovenia

Official name: Artemis Joint Undertaking

Postal address: Artemis JU TO 56 5/20

Town: Brussels

Postal code: 1049

Country: Belgium

Official name: Office of the Body of European Regulators for Electronic Communications

Postal address: Zigfrida Annas Meierovica Bulvaris 14, 2nd floor

Town: Riga

Postal code: LV-1050

Country: Latvia

Official name: European Centre for the Development of Vocational Training

Postal address: Europe 123

Town: Thessaloniki (Pylea)

Postal code: 570 01

Country: Greece

Official name: European Police College

Postal address: Cepol House, Bramshill

Town: Hook, Hampshire

Postal code: RG27 0JW

Country: United Kingdom

Section II: Object of the contract

II.1. Description

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

The provision of advice and consultancy services in accounting and financial IT systems.

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

Services

Service category No 9: Accounting, auditing and bookkeeping services

Main site or place of performance: Mainly on the contracting authorities' premises in Brussels (Belgium), Luxembourg (Luxembourg), or any other EU agencies' and joint undertakings' premises and on the contractor's premises.

NUTS code

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 several operators

Maximum number Envisaged maximum number of participants to the framework agreement
: 3

Duration of the framework agreement

Duration in months: 48

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

The purpose of the tender is to provide the contracting authorities with multiple framework contracts for technical assistance services. For each lot, the awarding authority may award framework contracts with at least 3 operators provided that there is a sufficient number of economic operators who satisfy the selection criteria or a sufficient number of admissible tenders which meet the award criteria. For the execution of these contracts a cascade mechanism will apply.

This call for tender comprises 2 lots:

- lot 1: covers advice and assistance in accounting to the contracting authorities,
- lot 2: covers consultancy services in implementing accounting and financial IT systems to the contracting authorities.

II.1.6. CPV code(s)

72000000 IT services: consulting, software development, Internet and support

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: 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

See 'Information about lots' lot 1 and lot 2.

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: Accounting advice and assistance to the contracting authorities

1) Short description

The actions contained in this lot comprise accounting advice and assistance to the contracting authorities.

What follows is a non-exhaustive list of activities planned under lot 1:

- assistance in the consolidation of institutions, agencies and bodies,
- accounting or financial instruments,
- improvements of accounting schemes, procedures and manuals,

- improvement of accounting quality,
- audit of local accounting systems.

2) CPV code(s)

66000000 Financial and insurance services, 72000000 IT services: consulting, software development, Internet and support, 73000000 Research and development services and related consultancy services

3) Quantity or scope

Profiles and indicative volumes expressed in person-days over 48 months:
senior consultant in public accounting: 1 360
senior consultant in consolidation and financial instruments: 850
junior consultant in public accounting: 850
senior auditor: 340.

4) Indication about different time frame or duration

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

5) Additional information about lots

Lot No: 2

Lot title: Consultancy services in implementing accounting and financial IT systems to the contracting authorities

1) Short description

The actions contained in this lot comprise assistance to the contracting authorities' services in implementing information systems, training and targeted communication operations to stakeholders. What follows is a non-exhaustive list of activities planned under lot 2:

- proposals on strategies,
- integrate the accounting and related processes,
- improve procedures, organisational aspects and manuals,
- improve and develop management reporting,
- data quality and data migration,
- provide business analysis support to the contracting authorities.

2) CPV code(s)

72000000 IT services: consulting, software development, Internet and support, 73000000 Research and development services and related consultancy services, 66000000 Financial and insurance services

3) Quantity or scope

Profiles and indicative volumes expressed in person-days over 48 months:
portfolio advisor: 300
project manager financial information systems: 1 520
senior business analyst: 2 600
junior business analyst: 5 300
senior enterprise architect: 1 800
junior enterprise architect: 3 650.

4) Indication about different time frame or duration

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

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

See tender documents.

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

See tender documents.

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

See tender documents.

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: See tender documents.

III.2.2. Economic and financial ability

List and brief description of conditions: See tender documents.

Minimum level(s) of standards possibly required: See tender documents.

III.2.3. Technical and professional ability

List and brief description of conditions:

See tender documents.

Minimum level(s) of standards possibly required:

See tender documents.

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

BUDG 12 PO 02.

IV.3.2. Previous publication concerning this procedure

no

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

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

25.9.2012 - 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: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 28.9.2012 - 10:00

Place:

European Commission, Directorate-General for the Budget, avenue d'Auderghem 19, 1040 Brussels, BRE2 11/405.

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

Information about authorised persons and opening procedure: A maximum of 2 duly authorised representatives of each bidder may be present at the opening of the bids provided he/she has informed the Commission by e-mail (budg-12-po-02@ec.europa.eu) of his/her presence before the 21.9.2012.

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

As all documents are available via the Internet site, no transmission will be made by mail.

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: 2925

Country: Luxembourg

E-mail: generalcourt.registry@curia.europa.eu

Telephone: +352 4303-1

Fax: +352 4303-2100

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

Body responsible for mediation procedures

Official name: European Ombudsman

Town: Strasbourg Cedex

Postal code: 6700

Country: France

E-mail: euro-ombudsman@europarl.eu.int

Telephone: +33 388172313

Internet address: <http://www.ombudsman.europa.eu>

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Within 2 months of the petitioner's being notified or, failing this, of the date on which it became known to them.

A complaint addressed to the European Ombudsman does not result in suspending the running period nor opens a new period for lodging appeals.

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

VI.5. Date of dispatch of this notice

20.7.2012