

**B-Brussels: preparation of multilingual teaching modules on credit and claims management**

OJ S 146/2012 01/08/2012

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: European Commission, Enterprise and Industry DG, Directorate E

Postal address: avenue d'Auderghem 45

Town: Brussels

Postal code: 1040

Country: Belgium

For the attention of: Joanna Drake, Director

E-mail: [entr-entrepreneurship-smes@ec.europa.eu](mailto:entr-entrepreneurship-smes@ec.europa.eu)

Telephone: +32 22993210

Fax: +32 22998025

**Internet address(es):**General address of the contracting authority: [http://ec.europa.eu/enterprise/entrepreneurship/index\\_en.htm](http://ec.europa.eu/enterprise/entrepreneurship/index_en.htm)Electronic access to information: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=133>**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****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**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Preparation of multilingual teaching modules on credit and claims management.

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

Services

Service category No 11: Management consulting services [6] and related services

Main site or place of performance: The place of performance of the tasks shall be the contractor's premises or any other place indicated in the tender, with the exception of the Commission's premises.

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)**

Preparation of multilingual teaching modules whose content can be integrated in advanced vocational training and advanced training of young entrepreneurs.

**II.1.6. CPV code(s)**

80400000 Adult and other education 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**

Estimated value excluding VAT: 300 000 EUR

**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 days: 266 (from the award of the contract)

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

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**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

See specifications.

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

See specifications.

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

See specifications.

**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 specifications.

**III.2.2. Economic and financial ability**

List and brief description of conditions: See specifications.

**III.2.3. Technical and professional ability**

List and brief description of conditions:

See 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: no

**Section IV: Procedure**

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**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**

206/PP/ENT/IMA/12/0002.

**IV.3.2. Previous publication concerning this procedure**

no

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

Time limit for receipt of requests for documents or for accessing documents: 28.9.2012

Payable documents: no

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

5.10.2012

#### **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: 15.10.2012 - 11:00

Place:

DG ENTR, Directorate E, avenue d'Auderghem 45, 1040 Brussels.

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

Information about authorised persons and opening procedure: An authorised representative of each tenderer may attend the opening of the bids. Companies wishing to attend are requested to notify their intention by sending an e-mail to [smes-and-entrepreneurship@ec.europa.eu](mailto:smes-and-entrepreneurship@ec.europa.eu) at least 48 hours in advance. This notification must be signed by an authorised officer of the tenderer and specify the name of the person who will attend the opening of the bids on the tenderer's behalf.

### **Section VI: Complementary information**

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#### **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: yes

Identification of the project: This action is undertaken within the meaning of Article 49(6) of Council Regulation (EC, Euratom) No 1605/2002 of 25.6.2002 on the Financial Regulation applicable to the general budget of the European Communities (OJ L 248, 16.9.2002, p. 1). The financing decision was adopted on 2.5.2012.

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

<https://etendering.ted.europa.eu/cft/cft-display.html?cftId=133>

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

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

##### **Body responsible for mediation procedures**

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

Postal address: boulevard Konrad Adenauer

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: [ecj.registry@curia.europa.eu](mailto:ecj.registry@curia.europa.eu)

Telephone: +352 4303-1

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

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: Within 2 months of the notification to the plaintiff, or in the absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have an effect either to suspend this period or to open 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**

24.7.2012