

France-Valenciennes: Travel agency services

OJ S 159/2015 19/08/2015

Contract notice

Services

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: European Railway Agency

Postal address: 120 rue Marc Lefrancq

Town: Valenciennes

Postal code: 59300

Country: France

For the attention of: Thomas Borriello

E-mail: procurement@era.europa.eu

Telephone: +33 327096501

Fax: +33 327096650

Internet address(es):General address of the contracting authority: <http://www.era.europa.eu/>**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:

Official name: European Railway Agency

Postal address: 120 rue Marc Lefrancq

Town: Valenciennes

Postal code: 59300

Country: France

E-mail: procurement@era.europa.euInternet address: <http://www.era.europa.eu/The-Agency/Procurement/Pages/Procedures-over-60000.aspx>**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

Other: railways.

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**

Travel agency services.

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

Services

Service category No 27: Other services

NUTS code FR301 Nord

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 years: 4

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 500 000 and 750 000 EUR

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

The European Railway Agency (hereinafter 'the ERA') requires the assistance of an experienced travel agency (hereinafter 'the agency') to deal with travel and accommodation arrangements for ERA staff throughout the world, particularly in all European Union Member States.

II.1.6. CPV code(s)

63510000 Travel agency and similar 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: 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

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

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Not applicable.

- III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**
See draft contract.
- 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.
Minimum level(s) of standards possibly required: see specifications.
- III.2.3. Technical and professional ability**
List and brief description of conditions:
see specifications.
Minimum level(s) of standards possibly required:
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: 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**

ERA 2015 10 OP.

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: 18.9.2015 - 16:00

Payable documents: no

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

2.10.2015 - 14:30

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: 9.10.2015 - 14:00

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

Information about authorised persons and opening procedure: representatives of the tenderer.

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**VI.4. Procedures for review****VI.4.1. Review body****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**

7.8.2015