

**Belgium-Brussels: Conference and Events Organiser**  
**OJ S 122/2019 27/06/2019**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: European Anti-Fraud Office (OLAF) — European Commission

Postal address: rue de la Loi 200

Town: Brussels

NUTS code: BE100 Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad

Postal code: B-1049

Country: Belgium

E-mail: [OLAF-FMB-TENDERS@ec.europa.eu](mailto:OLAF-FMB-TENDERS@ec.europa.eu)

**Internet address(es):**

Main address: [http://ec.europa.eu/anti\\_fraud/index\\_en.htm](http://ec.europa.eu/anti_fraud/index_en.htm)

Address of the buyer profile: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=4916>

**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=4916>

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: Fight against Fraud

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Conference and Events Organiser

**II.1.2. Main CPV code**

55120000 Hotel meeting and conference services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Organisation of conferences and events within the European Union mainly but also in any country all over the world. The organiser should provide the following non-exhaustif list of services: hotel accommodation, meeting rooms, transportation, AV-equipment, on the spot assistance, interpretation, shuttle service, logistics, website development, printing, etc.

#### **II.1.5. Estimated total value**

Value excluding VAT: 20 000 000,00 EUR

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.2. Additional CPV code(s)**

79952000 Event services

#### **II.2.3. Place of performance**

NUTS code: BE100 Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad

Main site or place of performance: It is expected that the majority of events organised will take place within the European Union, but some will take place in third countries.

#### **II.2.4. Description of the procurement**

Organisation of conferences and events within the European Union mainly but also in any country all over the world. The organiser should provide the following non-exhaustif list of services: hotel accommodation, meeting rooms, transportation, AV-equipment, on the spot assistance, interpretation, shuttle service, logistics, website development, printing, etc.

#### **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: 20 000 000,00 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:

The initial duration of the framework contract is 12 months with a possibility of maximum 3 times renewal for each time another 12 months, with a maximum duration of the framework contract of 48 months.

#### **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:  
yes

Identification of the project: Mainly used by OLAF for the Hercule III programme.

#### **II.2.14. Additional information**

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

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### 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:

See tender 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

## Section IV: Procedure

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### IV.1. Description

#### IV.1.1. Type of procedure

Open procedure

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

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

#### IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

### IV.2. Administrative information

#### IV.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2019/S 065-150166](#)

#### IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 30/08/2019 Local time: 23:59

#### 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, French

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

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

#### IV.2.7. Conditions for opening of tenders

Date: 06/09/2019 Local time: 10:45

Place:

European Antifraud Office (OLAF) Building Frontdesk, rue Joseph II 30, 1000 Brussels

Information about authorised persons and opening procedure: Your notification of participation should reach OLAF 48h before the time of opening by email sent to OLAF-FMB-

TENDERS@ec.europa.eu

## Section VI: Complementary information

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**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

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: L-2925

Country: Luxembourg

E-mail: [GeneralCourt.Registry@curia.europa.eu](mailto:GeneralCourt.Registry@curia.europa.eu)

Telephone: +352 43031

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

**VI.4.2. Body responsible for mediation procedures**

Official name: European Ombudsman

Town: Strasbourg

Country: France

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

**VI.5. Date of dispatch of this notice**

20/06/2019