

Belgium-Brussels: Provision of hotel, restaurant and local transport services bookings for groups visiting the European Commission's Visitors' Centre in Brussels, PO/2014-20/C4
OJ S 216/2014 08/11/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Commission, Directorate-General for Communication, Unit C4 — Visitors' Centre

Postal address: avenue du Bourget 1

Town: Brussels

Postal code: 1140

Country: Belgium

Contact person: Main entrance of the building of the European Commission's Central Mail Department, DG Communication, Unit C4 — Visitor's Centre

For the attention of: Benoît Woringer

E-mail: comm-call-visits@ec.europa.eu

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/dgs/communication/contracts-and-grants/contracts/headquarters/index_en.htm

Electronic access to information: http://ec.europa.eu/dgs/communication/contracts-and-grants/contracts/headquarters/index_en.htm

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

General public services

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

Provision of hotel, restaurant and local transport services bookings for groups visiting the European Commission's Visitors' Centre in Brussels, PO/2014-20/C4.

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

Services

Service category No 17: Hotel and restaurant services

Main site or place of performance: Brussels.

NUTS code BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

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 a single operator

Duration of the framework agreement

Duration in months: 12

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

The purpose of this contract is to provide an efficient logistical support service in the area of hotel, restaurant and local transport bookings for priority groups visiting the European Commission's Visitors' Centre.

II.1.6. CPV code(s)

55110000 Hotel accommodation services, 55523000 Catering services for other enterprises or other institutions, 60000000 Transport services (excl. Waste transport)

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

5 500 000 EUR over 4 years of maximum time of contract.

Estimated value excluding VAT: 5 500 000 EUR

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 3

II.3. Duration of the contract or time limit for completion

Start 3.5.2015. Completion 2.5.2016

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

Not applicable.

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

Not applicable.

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: According to tender specifications.

III.2.2. Economic and financial ability

List and brief description of conditions: According to tender specifications.

III.2.3. Technical and professional ability

List and brief description of conditions:
According to tender 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

PO/2014-20/C4.

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

9.1.2015 - 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: 16.1.2015 - 11:00

Place:

Meeting room 4, Visitors' Centre, 1st floor, Charlemagne, rue de la Loi 170, 1049 Brussels, BELGIUM.

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

Information about authorised persons and opening procedure: Representatives of tenderers and of the contracting authority.

If you wish one of your representatives to attend, please send a request by 15.1.2015 in writing, clearly indicating 'Invitation to tender No PO/2014-20/C4' by letter; or by e-mail to comm-call-visits@ec.europa.eu

The credentials of the representatives of the tenderers who will be present at the opening of tenders will be checked by the opening committee. An attendance list will be open for signature.

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

Tenderers are requested to download the complete file of this call for tender at the Internet address mentioned in Section I.1. Tenderers are requested to check the website regularly. Further information can be published there during the whole procedure.

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

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

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**

29.10.2014