

Belgium-Brussels: Framework service contract PO/2013-20/A4: translation, subtitling and voice-over of audiovisual materials

OJ S 235/2013 04/12/2013

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 A.4 — Audiovisual Services

Postal address: rue de la Loi 200, BERL 04/274

Town: Brussels

Postal code: 1049

Country: Belgium

For the attention of: Mr Bert Musial

E-mail: comm-ao-translation@ec.europa.eu

Telephone: +32 22966675

Internet address(es):

General address of the contracting authority: http://ec.europa.eu/dgs/communication/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**

Framework service contract PO/2013-20/A4: translation, subtitling and voice-over of audiovisual materials.

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 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 years: 4

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

Estimated value excluding VAT: 2 000 000 EUR

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

The contract concerns the provision of the following services:

- translation of descriptive metadata of the audiovisual documents (titles, summaries, shot lists, legends) in the media asset management system of the Audiovisual Services,
- production of linguistic versions (either by subtitling or voice-over) of the audiovisual material including adaptation and translation subtitling of the audiovisual material produced.

II.1.6. CPV code(s)

79530000 Translation services, 92112000 Services in connection with motion-picture and video-tape production

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

The maximum budget is 2 000 000 EUR over 4 years (VAT excluded).

Estimated value excluding VAT: 2 000 000 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 months: 48 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

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

Provisions related to payment are laid down in the draft contract in Annex 6 to the invitation to tender.

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: Please refer to the tender specifications.

III.2.2. Economic and financial ability

List and brief description of conditions: Please refer to the tender specifications.

Minimum level(s) of standards possibly required: Not applicable.

III.2.3. Technical and professional ability

List and brief description of conditions:

Please refer to the tender specifications.

Minimum level(s) of standards possibly required:

Not applicable.

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/2013-20/A4.

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: 20.1.2014 - 17:00

Payable documents: no

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

20.1.2014 - 17:00

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: 29.1.2014 - 15:00

Place:

European Commission, Directorate-General for Communication, Unit A.4, meeting room
Aquarium 7, Berlaymont –1, rue de la Loi 200, 1049 Brussels, BELGIUM.

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

Information about authorised persons and opening procedure: Tenderers and the representatives of European Commission.

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 following address:

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

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

Fax: +352 4303-2100

Internet address: <http://curia.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. Lodging a complaint with the European Ombudsman neither suspends this deadline nor creates a new deadline for appeals.

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

VI.5. Date of dispatch of this notice

22.11.2013