

Spain-Vigo: Travel Agency and Event Organisation Services for EFCA and EU-OSHA

OJ S 190/2018 03/10/2018

Contract notice

Services

Legal Basis:

Regulation (EU, Euratom) No 966/2012

Section I: Contracting authority

I.1. Name and addresses

Official name: European Fisheries Control Agency

Postal address: Avenida García Barbón, 4

Town: Vigo

NUTS code: ES114 Pontevedra

Postal code: 36201

Country: Spain

Contact person: EFCA Procurement

E-mail: procurement@efca.europa.eu

Telephone: +34 986120610

Fax: +34 886125237

Internet address(es):Main address: <http://www.efca.europa.eu>**I.1. Name and addresses**

Official name: European Agency for Safety and Health at Work (EU-OSHA)

Town: Bilbao (Biscay)

NUTS code: ES21 País Vasco

Country: Spain

E-mail: procurement@osha.europa.eu**Internet address(es):**Main address: <https://osha.europa.eu/en/contact-us>**I.2. Information about joint procurement**

The contract involves joint procurement

I.3. CommunicationThe procurement documents are available for unrestricted and full direct access, free of charge, at: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=3857>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=3857>

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

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Travel Agency and Event Organisation Services for EFCA and EU-OSHA
Reference number: EFCA/2018/OP/02

II.1.2. Main CPV code

63000000 Supporting and auxiliary transport services; travel agencies services

II.1.3. Type of contract

Services

II.1.4. Short description

The general objective of this procurement procedure is to conclude an interagency framework contract under the lead of European Fisheries Control Agency (EFCA) with 1 service provider for provision of travel agency and event organisation services for the staff and for any other persons who travel on behalf or per request of the agencies EFCA and EU-OSHA. The following agency has joined this procurement and would use the resulting framework contract for travel agency services: European Agency for Safety and Health at Work (EU-OSHA). The event organization services will only be used by EFCA.

II.1.5. Estimated total value

Value excluding VAT: 7 100 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

55520000 Catering services, 55120000 Hotel meeting and conference services

II.2.3. Place of performance

NUTS code: ES114 Pontevedra

Main site or place of performance: The tasks are to be performed at the premises designated by the participating contracting authorities. The agencies are situated in Vigo (EFCA) and in Bilbao (EU-OSHA).

II.2.4. Description of the procurement

The travel and accommodation services are to be provided to EFCA and EU-OSHA staff members as well as for invited experts and participants to meetings. The travel services shall comprise (non exhaustive definition): the provision of transport tickets, arranging accommodation, car rental, assistance in obtaining visas. Non-binding estimation is that travel can make up to 70 % of the volume. EFCA needs to organise events addressed to its target audiences in the scope of its mission. The duration of the events may vary between one day and a few days and the size of the events may vary between 20 and 150 participants. The events are more likely to take place in Vigo (EFCA's headquarter location), but may also take place in other areas of Spain or in any Member State of the European Union or beyond. The event services shall comprise (non exhaustive definition): booking of meeting rooms, assistance and presence of an event coordinator, organising catering, interpretation, audiovisual/technical support and conference equipment for the events, registration of

participants, travel and local transport of the participants, secretarial tasks and providing onsite assistance. Other services can also be requested linked to an event like printed material. Non-binding estimation is that events organization can make up to 30 % of the volume.

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

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

Subject to budgetary availability, satisfactory performance of the initial contract and continued requirement by EFCA, the contract may be renewed 2 times for a period of 1 year.

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: no

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

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:

As stated in the procurement documents (see Tender Specifications, Section C.2.2. professional and technical capacity).

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

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: no

IV.2. Administrative information

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

Date: 30/10/2018 Local time: 15:30

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

Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

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: 31/10/2018 Local time: 15:30

Place:

European Fisheries Control Agency, room 6.15, Avenida García Barbón, 4, 36201 Vigo (Pontevedra), Spain

Information about authorised persons and opening procedure: A maximum of two representatives per tenderer may attend the opening session. For organisational and security reasons the tenderer must provide the full name, ID or passport number of the representatives at least 2 working days in advance to: procurement@efca.europa.eu. The representatives are required to present the tender reception confirmation generated by e-Submission.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

Publications of further services are likely to follow a 4-year cycle.

VI.2. Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

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

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

See internet address provided in Section I.3.

VI.5. Date of dispatch of this notice

21/09/2018