

**Belgium-Brussels: Venue, catering, technical equipment, branding and logistics for the ECSEL Joint Undertaking symposium 2018**

OJ S 208/2017 28/10/2017

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: ECSEL Joint Undertaking

Postal address: Toison d'Or 56–60

Town: Brussels

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

Postal code: 1060

Country: Belgium

Contact person: Luciano Gaudio

E-mail: [luciano.gaudio@ecsel.eu](mailto:luciano.gaudio@ecsel.eu)**Internet address(es):**Main address: [www.ecsel.eu](http://www.ecsel.eu)**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.ecsel.eu/procurements>

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: Electronics research.

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Venue, catering, technical equipment, branding and logistics for the ECSEL Joint Undertaking symposium 2018.

**II.1.2. Main CPV code**

79952000 Event services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The ECSEL Joint Undertaking will invite European industry and research communities, together with decision-makers to present and assess, over the years, progress of the projects funded by the ECSEL Joint Undertaking programme in relation to international developments in the electronics components and systems (ECS) field, and this to a broad audience (including press and other publicly visible instruments). The symposium is also an important communication channel to ensure transparency and openness of the ECSEL Joint Undertaking programme.

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

Value excluding VAT: 200 000,00 EUR

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

This contract is divided into lots: no

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

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

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

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

The symposium will have an average of 350 participants per day. This number should be the reference number for total price calculation of catering services. However, ECSEL Joint Undertaking will confirm the exact number prior to the event according to a mutually agreed deadline between the provider and ECSEL Joint Undertaking Office.

Services requested:

I. venue — spaces, furniture and technical equipment:

- 1) plenary session of the symposium;
- 2) welcome desk and cloak room;
- 3) exhibition/catering area;
- 4) press breakfast;
- 5) additional meeting rooms;
- 6) ECSEL Joint Undertaking staff room;
- 7) WiFi;

II. catering:

- a. for 350 people (2 days of the symposium);
- b. press breakfast for 20 people (second day of the symposium);
- c. for 30 people — VIP dinner (night before the symposium);
- d. for the social events;

III. technical team and event coordination services;

IV. stewardesses and cloak room attendant;

V. registration and badge;

VI. photographer and videographer;

VII. animation/entertainment;

VIII. decoration;

IX. lighting;

X. branding;

XI. social event and animation/entertainment.

#### **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: 200 000,00 EUR

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

Duration in months: 8

This contract is subject to renewal: no

#### **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**

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### **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**

##### **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: 03/01/2018 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

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

Duration in months: 8 (from the date stated for receipt of tender)

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

Date: 08/01/2018 Local time: 14:00

Place:

ECSEL Joint Undertaking, avenue Toison d'Or 56–60, 1060 Brussels, BELGIUM.

Information about authorised persons and opening procedure: A maximum of 2 representatives per tender can attend the opening of tenders. For organisational and security reasons, the tenderer must provide the full name and ID or passport number of the representatives at least 3 working days in advance to [ecsel-communication@ecsel.europa.eu](mailto:ecsel-communication@ecsel.europa.eu)

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### **Section VI: Complementary information**

**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.3. Additional information****VI.4. Procedures for review****VI.4.1. Review body**

Official name: General Court of the European Union

Postal address: rue du Fort Niedergrünewald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

Fax: +352 4303-2100

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

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

18/10/2017