

Luxembourg-Luxembourg: Insurance for members of the European Parliament covering risks connected with the exercise of their mandate including during official travel:— accident insurance,— insurance against loss and theft and insurance for members on official journeys.

OJ S 195/2018 10/10/2018

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Parliament — Directorate-General for Finance

Postal address: Plateau de Kirchberg

Town: Luxembourg

Postal code: L-2929

Country: Luxembourg

Contact person: Lorenzo Mannelli

E-mail: dgfins.Marches@ep.europa.eu

Internet address(es):

General address of the contracting authority: <http://www.europarl.europa.eu>

Electronic access to information: <http://www.europarl.europa.eu/tenders/invitations.htm>

Additional information can be obtained from:

Official name: European Parliament — DG Finance

Postal address: Plateau de Kirchberg, BP 1601

Town: Luxembourg

Postal code: L-2929

Country: Luxembourg

For the attention of: José Luis ACEDO CASTRO

E-mail: dgfins.Marches@ep.europa.eu

Internet address: <http://www.europarl.europa.eu/tenders/invitations.htm>

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: European Parliament — DG Finance

Postal address: Plateau de Kirchberg, BP 1601

Town: Luxembourg

Postal code: L-2929

Country: Luxembourg

For the attention of: José Luis ACEDO CASTRO

E-mail: dgfins.Marches@ep.europa.eu

Internet address: <http://www.europarl.europa.eu/tenders/invitations.htm>

Tenders or requests to participate must be submitted: Official name: European Parliament — Official Mail Service

Postal address: Konrad Adenauer Building, Office 00D001

Town: Luxembourg

Postal code: L-2929

Country: Luxembourg

Contact person: Directorate General for Finance

For the attention of: Procurement Service - Schuman building - Office 05B028

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

Insurance for members of the European Parliament covering risks connected with the exercise of their mandate including during official travel:

- accident insurance,
- insurance against loss and theft and insurance for members on official journeys.

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

Services

Service category No 6: Financial services a) Insurances services b) Banking and investment services

Main site or place of performance: Bruxelles

NUTS code

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

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

The European Parliament has decided to issue an invitation to tender with a view to procuring insurance services for its members, in accordance with the relevant provisions of the financial regulation and secondary provisions:

Lot I: Insurance Against any Accidents Suffered by Members Worldwide 24H/24, 7D/7;

Lot II: Insurance Against Loss or Theft of Personal Belongings for Members in Parliament's Premises and During Official Travel;

Lot III: Insurance and Assistance for Members on Official Travel.

II.1.6. CPV code(s)

66510000 Insurance services, 66512000 Accident and health insurance services, 66512100 Accident insurance services, 66515000 Damage or loss insurance services

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: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

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: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

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

Duration in months: 60 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Lot I: Accident insurance for Members of the European Parliament

1) Short description

Provision of insurance services covering the risk of accidents which may happen to members of the European Parliament anywhere in the world, during their term of office.

2) CPV code(s)

63512000 Sale of travel tickets and package tours services - QB34, 66512100 Accident insurance services - SB01

3) Quantity or scope

Estimated value excluding VAT:

Range: between 900 000,00 and 950 000,00 EUR

4) Indication about different time frame or duration

Duration in months: 60 (from the award of the contract)

5) Additional information about lots

Lot No: 2

Lot title: Lot 2: Insurance Covering Loss and Theft of Personal Effects and Property of Members of the European Parliament

1) Short description

Provision of insurance services covering the risks of loss and theft of personal effects and property of members of the European Parliament anywhere in the world, during official travel, during their term of office.

2) CPV code(s)

63515000 Travel services - QB35 - SB01

3) Quantity or scope

Estimated value excluding VAT:

Range: between 280 000,00 and 300 000,00 EUR

4) Indication about different time frame or duration

Duration in months: 60 (from the award of the contract)

5) Additional information about lots

Lot No: 3

Lot title: Insurance and Assistance for Members of the European Parliament During Official Travel

1) Short description

Provision of insurance services and assistance services in case of an illness or accident requiring urgent assistance, for members of the European Parliament anywhere in the world, during official travel. The assistance also covers the organisation of repatriation and payment of ancillary costs.

2) CPV code(s)

63512000 Sale of travel tickets and package tours services - QB34, 66512100 Accident insurance services - SB01

3) Quantity or scope

Estimated value excluding VAT:

Range: between 350 000,00 and 400 000,00 EUR

4) Indication about different time frame or duration

Duration in months: 60 (from the award of the contract)

5) Additional information about lots

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

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

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Procurement open to an insurance company acting in its own name as sole tenderer, or

— several insurance companies, one of which acts as the group leader or

— one or more insurance companies represented by an insurance intermediary (broker).

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: Point 14.1 of the specifications: the tenderer is required to hold a particular authorisation proving that it is authorised to perform the contract in its country of establishment or be a member of a specific professional organisation.

III.2.2. Economic and financial ability

List and brief description of conditions: Point 14.2 of the specifications: the European Parliament furthermore requires tenderers to have a minimum financial and economic capacity, which will be assessed on the basis of the following information:

- minimum average annual turnover, based on the last three complete financial years, of 1 800 000 EUR for Lot I, 560 000 EUR for Lot II and 700 000 EUR for Lot III,
- operating profit over at least 2 of the last 3 financial years or aggregate operating profit over the last 3 financial years.

III.2.3. Technical and professional ability

List and brief description of conditions:

Point 14.3 of the specifications: the European Parliament requires tenderers to have the following technical and professional capacity:

- at least 5 years' experience of providing insurance and assistance services for public or private clients,
- as all administrative correspondence between Parliament and the contractor must be in french and/or english, the staff concerned must be proficient in at least one of these languages at the level of CEFR C1 or higher,
- all activities of the insurance companies covering the risks referred to in this call for tenders must have a solvency margin compliant with relevant European legislation and with standard practice in the areas of insurance with which this call for tenders is concerned,
- tenderers must be an approved insurer or registered broker.

In particular, for travel assistance and insurance services, tenderers must:

- have a 24-hour telephone assistance Centre that operates 365 days a year,
- provide an international technical and medical assistance organisation that operates 24 hours a day, 7 days a week and can be contacted by telephone (including SMS), fax or email;
- have a network of multilingual operators proficient in French, English and German,
- be contactable by reverse charge call (the insurer pays the call charges), including via the mobile network, from anywhere in the world,
- offer access to their services via the Internet,
- provide each insured person free of charge with a personal card containing all the information needed for contact and rapid identification in the event of accidents during official travel.

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: yes

Reference to the relevant law, regulation or administrative provision: Insurance Companies

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

Lowest price

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

EP/FINS 2018-105

IV.3.2. Previous publication concerning this procedure

Prior information notice

Notice number in the OJ S: [2018/S 089-199118](#) of 9.5.2018

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

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

8.11.2018 - 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: 16.11.2018 - 10:00

Place:

Luxembourg

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

Information about authorised persons and opening procedure: Limited to 2 persons per tenderer

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 2023

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

The European Parliament reserves the right to use a negotiated procedure under Article 134.1. e) of the rules of application of the Financial Regulation, for new services consisting in the repetition of similar services entrusted to the economic operator to which the same Contracting

Authority awarded an original contract, provided that these services are in conformity with a basic project.

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court of the Court of Justice of the European Union

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

Fax: +352 433766

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

Official name: General Court of the Court of Justice of the European Union

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

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

Telephone: +352 4303-1

Fax: +352 433766

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

VI.5. Date of dispatch of this notice

28.9.2018