

**Belgium-Brussels: Conference assistant services to be delivered in the context of conferences and other events in Belgium**

OJ S 197/2018 12/10/2018

Contract award notice

Services

**Legal Basis:**

Regulation (EU, Euratom) No 966/2012

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: European Commission, Directorate General for Interpretation

Postal address: street Van Maerlant 18

Town: Brussels

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

Postal code: 1040

Country: Belgium

E-mail: [scic-call-fwc-ca-2018@ec.europa.eu](mailto:scic-call-fwc-ca-2018@ec.europa.eu)**Internet address(es):**Main address: [https://ec.europa.eu/info/departments/interpretation\\_en](https://ec.europa.eu/info/departments/interpretation_en)**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**

Conference assistant services to be delivered in the context of conferences and other events in Belgium

Reference number: SCIC/C1/2018/FWC/01

**II.1.2. Main CPV code**

79952000 Event services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The European Commission represented by the Directorate General for Interpretation wishes to conclude multiple framework contracts in cascade for the provision of conference assistant services, to be delivered in the context of conferences and other events organised in Belgium.

**II.1.6. Information about lots**

This contract is divided into lots: no

### **II.1.7. Total value of the procurement**

Value excluding VAT: 600 000,00 EUR

## **II.2. Description**

### **II.2.2. Additional CPV code(s)**

55120000 Hotel meeting and conference services, 79950000 Exhibition, fair and congress organisation services

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

NUTS code: BE Belgique / België

Main site or place of performance: Mainly Brussels, but not exclusively.

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

The European Commission represented by the Directorate General for Interpretation wishes to conclude multiple framework contracts in cascade for the provision of conference assistant services, to be delivered in the context of conferences and other events organised in Belgium. Services provided as a result of this call for tenders may be delivered to any Directorate General of the Commission as well as to bodies and agencies established under the EU Treaties or on their basis.

Over the last 3 years, the European Commission and other EU bodies and agencies have made use of a similar contract for conference assistant services for approximately 150 events organised in Brussels and Belgium.

### **II.2.5. Award criteria**

Quality criterion - Name: Variety and adequacy of the catalogue of uniforms / Weighting: 30

Quality criterion - Name: Quality of conference assistant recruitment and management / Weighting: 40

Quality criterion - Name: Efficiency of logistical and management capacity / Weighting: 30

Price - Weighting:  $P_{min}/P_w * Quality_W$

### **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**

The call for tenders has resulted in the signature of multiple framework contracts in cascade with the 3 best-ranked successful tenderers indicated in the present award notice.

## **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: yes

## **IV.2. Administrative information**

### **IV.2.1. Previous publication concerning this procedure**

Notice number in the OJ S: [2018/S 066-146030](#)

### **IV.2.8. Information about termination of dynamic purchasing system**

### **IV.2.9. Information about termination of call for competition in the form of a prior information notice**

## **Section V: Award of contract**

---

**Contract No:** SCIC/C1/2018/FWC/01

**Title:**

Conference assistant services to be delivered in the context of conferences and other events in Belgium

A contract/lot is awarded: yes

### **V.2. Award of contract**

#### **V.2.1. Date of conclusion of the contract**

02/10/2018

#### **V.2.2. Information about tenders**

Number of tenders received: 5

Number of tenders received from SMEs: 5

Number of tenders received from tenderers from other EU Member States: 5

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 0

The contract has been awarded to a group of economic operators: yes

#### **V.2.3. Name and address of the contractor**

Official name: City One Belgium SA

National registration number: 0464007220

Postal address: 24 Avenue Brugmann

Town: Brussels

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

Postal code: 1060

Country: Belgium

The contractor is an SME: yes

#### **V.2.3. Name and address of the contractor**

Official name: Your Protein

National registration number: 458392997

Postal address: Avenue Baron d'Huart 35

Town: Brussels

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

Postal code: 1150

Country: Belgium

The contractor is an SME: yes

#### **V.2.3.**

**Name and address of the contractor**

Official name: Double You Agency SA

National registration number: 0860033573

Postal address: Place de Bastogne 28

Town: Brussels

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

Postal code: 1081

Country: Belgium

The contractor is an SME: yes

**V.2.4. Information on value of the contract/lot**

Initial estimated total value of the contract/lot: 600 000,00 EUR

Total value of the contract/lot: 600 000,00 EUR

**V.2.5. Information about subcontracting****Section VI: Complementary information**

---

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

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

Postal address: Boulevard Konrad Adenauer

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)

Telephone: +352 43031

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

**VI.4.2. Body responsible for mediation procedures**

Official name: European Ombudsman

Postal address: 1 avenue du Président Robert Schuman, PO Box 403

Town: Strasbourg

Postal code: 67001

Country: France

E-mail: [eo@ombudsman.europa.eu](mailto:eo@ombudsman.europa.eu)

Telephone: +33 388172313

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

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

05/10/2018