

**Belgium-Brussels: Exhibition, fair and congress organisation services**

OJ S 249/2016 24/12/2016

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Financial Mechanism Office

Town: Brussels

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

Postal code: 1000

Country: Belgium

E-mail: [alex.stimpson@efta.int](mailto:alex.stimpson@efta.int)**Internet address(es):**Main address: <http://www.eeagrants.org>**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://eeagrants.org/News/2016/Invitation-to-Tender-for-two-Multi-Year-Consulting-Services-contracts-for-the-EEA-and-Norway-Grants>

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**

Social protection

**Section II: Object**

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

Facilitating stakeholder workshops services relating to EEA&amp;Norway Grants 2014-2021.

Reference number: N/A

**II.1.2. Main CPV code**

79950000 Exhibition, fair and congress organisation services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The FMO will require assistance from experienced facilitators to facilitate meetings, including stakeholder consultation workshops, to be contracted via Detailed Contracts under a Framework Agreement.

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

Value excluding VAT: 700 000,00 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: BE Belgique / België

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

See procurement documents.

#### **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: 24

This contract is subject to renewal: yes

Description of renewals:

Every twelve months.

#### **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 IV: Procedure**

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#### **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: 17/02/2017 Local time: 12:00

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

Date: 17/02/2017 Local time: 12:00

**Section VI: Complementary information**

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**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: Financial Mechanism Office

Town: Brussels

Country: Belgium

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

21/12/2016