

Luxembourg-Luxembourg: Provision of Creative Event Management Services to the European Investment Fund (EIF)

OJ S 167/2022 31/08/2022

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: European Investment Fund

Postal address: 37B, avenue J.F. Kennedy

Town: Luxembourg

NUTS code: LU000 Luxembourg

Postal code: L-2968

Country: Luxembourg

Contact person: SPA Procurement

E-mail: eif-procurement@eif.org**Internet address(es):**Main address: <https://www.eif.org>Address of the buyer profile: https://www.eif.org/who_we_are/governance/procurement/index.htm**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://etendering.ted.europa.eu/cft/cft-display.html?cftId=11980>

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=11980>**I.4. Type of the contracting authority**

European institution/agency or international organisation

I.5. Main activity

Economic and financial affairs

Section II: Object

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

Provision of Creative Event Management Services to the European Investment Fund (EIF)

Reference number: 2022-INTCOMM-002

II.1.2. Main CPV code

79952000 Event services

II.1.3. Type of contract

Services

II.1.4. Short description

The purpose of this call for tender is to award multiple (two) framework agreements with service providers able to provide services related to the professional management of events for the Internal Communication Unit of the H&RM Department of the European Investment Fund (EIF).

II.1.5. Estimated total value

Value excluding VAT: 1 505 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

79952100 Cultural event organisation services, 79954000 Party organisation services

II.2.3. Place of performance

NUTS code: LU Luxembourg

NUTS code: LU000 Luxembourg

Main site or place of performance: Luxembourg, but see tender documents for other possible locations (event venues).

II.2.4. Description of the procurement

Organisation and management of events for the European Investment Fund (EIF), including project management, event design and planning, event preparation and delivery services: staff celebrations, special events and town hall meetings.

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: 1 505 000,00 EUR

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:

The multiple framework agreements will be signed for an initial period of two (2) years with the possibility to be tacitly extended thereafter for two consecutive one-year periods, for a total of four years maximum (2 + 1 + 1).

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.

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

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

The EIF will sign multiple framework agreements with maximum two (2) qualified service providers capable of providing the services described in the Terms of Reference document, on the basis of the EIF framework agreement template. Implementing contracts under the framework agreements will be awarded through a cascading mechanism (see procurement documents for more details).

III.2.3. 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

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 several operators
Envisaged maximum number of participants to the framework agreement: 2

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: 07/10/2022 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: 6 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 10/10/2022 Local time: 10:00

Place:

Electronically, via e-Submission.

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 Niedergrünwald

Town: Luxembourg

Postal code: L-2925

Country: Luxembourg

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

VI.5. Date of dispatch of this notice

24/08/2022