

Germany-Frankfurt am Main: Audio/Media Services and Rental of Technical Equipment

OJ S 214/2023 07/11/2023

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: European Central Bank

National registration number: PRO-006381

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

NUTS code: DE712 Frankfurt am Main, Kreisfreie Stadt

Postal code: 60314

Country: Germany

E-mail: procurement@ecb.europa.eu

Telephone: +49 69/13440

Fax: +49 69/13447110

Internet address(es):Main address: <http://www.ecb.europa.eu>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html>

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

Economic and financial affairs

Section II: Object

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

Audio/Media Services and Rental of Technical Equipment

Reference number: PRO-007719

II.1.2. Main CPV code

51310000 Installation services of radio, television, sound and video equipment - PA01

II.1.3. Type of contract

Services

II.1.4. Short description

The services include tasks such as routine checks of permanent technical installations in conference-meeting- and video conference rooms, failure management, on call services, telephone conference preparation, conference recording, preparation and execution of events, equipment rentals, set-up of equipment, etc.

The awarded tenderer will supply:

- i. operational support of the ECB's audio/media services team at meetings, conferences, and events mainly in Frankfurt/Main, Germany;
- ii. the temporary provision (rental) of audio/media equipment for conferences, meetings, and events.

II.1.5. Estimated total value

Value excluding VAT: 2 000 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

32300000 Television and radio receivers, and sound or video recording or reproducing apparatus - PA01

II.2.3. Place of performance

NUTS code: DE712 Frankfurt am Main, Kreisfreie Stadt

II.2.4. Description of the procurement

The Directorate Administration, Division Premises (DA/PRE) of the ECB is responsible for the provision of audio/media services and rental of technical equipment at the European Central Bank, including the provision of specific audio media equipment at meetings, conferences, and events.

Approximately 100 conference-, meeting- and video conference rooms with permanently installed meeting and conference equipment are frequently used and booked by the entire institution.

The audio media services team of the ECB, with the support of the external supplier has to keep all rooms operational. On average approximately 150 meetings are held on working days. The services include tasks such as routine checks of permanent technical installations in conference-meeting- and video conference rooms, failure management, on call services, telephone conference preparation, conference recording, preparation and execution of events, equipment rentals, set-up of equipment, etc.

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: 48

This contract is subject to renewal: no

II.2.9. Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

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.1.2. Economic and financial standing

List and brief description of selection criteria:

1. Annual net turnover for similar services or supplies covered by the contract.
2. Proof of a professional risk indemnity insurance and/or third party/civil liability insurance.

Minimum level(s) of standards possibly required:

1. At least EUR 1 000 000, on average for the last 3 financial years.
2. Minimum liability sum of EUR 5 000 000 or confirmation that such an insurance will be taken up before contract signature.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

3. Permanent members of staff per year over the last 3 years for the execution of similar contracts.
4. Similar reference contracts performed during the past 3 years.

Minimum level(s) of standards possibly required:

3. At least 10.
4. At least 3.

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Competitive procedure with negotiation

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

IV.1.5. Information about negotiation

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: 28/11/2023 Local time: 12:00

IV.2.3.

Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: 12/12/2023

IV.2.4. Languages in which tenders or requests to participate may be submitted

English, German

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)

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

This tender procedure is conducted via the ECB's electronic tendering system (e-tendering) which can be accessed via the following internet address:

(<http://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html>).

If you have not used the ECB's electronic tendering system before, you need to register via the above link (click on 'Register'). Subsequently to the registration, you will receive an automated notification with your user credentials to log in (click on 'Login') and to access the tender documentation.

Please note that:

- a registration to the above system is only required once and you can reuse your user credentials in all future procedures of the ECB which are conducted via the above system. Therefore, please keep your user credentials for the future;
- in case you should have participated in previous ECB tender procedure(s) in the past which were conducted via the ECB's prior online system, you nevertheless need to register once to the ECB's electronic tendering system under the above address;
- your mere registration does not constitute an application/tender. You must submit your application/tender via the ECB's electronic tendering system as further instructed in the application/tender documentation.

The system reference number for the above procurement is: RFX-PT-2023-000078: PRO-007719-R1-Audio/media services

To download the tender documents, log on to the ECB's electronic tendering system with your login and password. Expand the field 'Public Tenders – Upcoming Events'. Click on 'Click to request an invitation to this event' for the above procedure and close the new window which opens. Once the request is completed (this can take a few minutes), the status of the participation request will change to 'Invited' and the RFX documentation will be accessible via the RFX tab.

Under the above link you also find user guides for detailed information on how to use the system and contact details for technical support.

Should you require technical help when using the system, please contact the ECB's technical support .team at sourcing.support@ecb.europa.eu by quoting the reference number and the problem experienced.

Any other queries relating to this procurement procedure and the content of the procurement documentation shall be submitted as message via the ECB's e-tendering system (under the tab 'Discussion').

The ECB endeavours to answer all queries as quickly as possible but cannot guarantee a minimum time response. The ECB shall not be bound to reply to queries received less than 7 calendar days before the time-limit for the submission of tenders.

The tender procedure shall be open on equal terms to all natural or legal persons resident or located in the European Union and to all natural and legal persons resident or located in a country which has ratified the World Trade Organisation Agreement on Government Procurement or has concluded with the European Union a bilateral agreement on procurement under the conditions laid down in the said agreements.

The tender procedure is conducted in accordance with ECB Decision 2016/2 laying down the Rules on Procurement (as amended), available at (<https://www.ecb.europa.eu/ecb/legal/1001/procurement/html/index.en.html>) and in EUR-Lex: (<https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:02016D0002-20200501>).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postal code: 60314

Country: Germany

E-mail: LegalServices@ecb.europa.eu

Telephone: +49 6913440

Fax: +352 4302100

Internet address: <http://www.ecb.europa.eu>

VI.4.2. Body responsible for mediation procedures

Official name: The European Ombudsman

Postal address: 1 avenue du Président Robert Schuman, CS 30403

Town: Strasbourg Cedex

Postal code: 67001

Country: France

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

Within 10 days of receipt of the notification in accordance with Article 34(1) or the first sentence of Article 34(3) of ECB Decision 2016/2 laying down the Rules on Public Procurement. Further requirements are outlined in Article 39 of this Decision. A complaint to the European Ombudsman does not affect the deadline for lodging appeals.

VI.4.4. Service from which information about the review procedure may be obtained

Official name: Central Procurement Office of the European Central Bank

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postal code: 60314

Country: Germany

E-mail: procurement@ecb.europa.eu

Telephone: +49 6913440

Fax: +49 6913447110

Internet address: <http://www.ecb.europa.eu>

VI.5. Date of dispatch of this notice

26/10/2023