

40854-2026 - Javni razpis

Nemčija – Storitve v zvezi s poslovnimi potovanji – Provision of Travel services

OJ S 13/2026 20/01/2026

Obvestilo o koncesiji ali naročilu – standardna ureditev - Obvestilo o spremembi obvestila
Storitve

1. Kupec

1.1. Kupec

Uradno ime: European Central Bank

E-naslov: procurement@ecb.europa.eu

Pravna vrsta kupca: Institucija, organ ali agencija EU

Dejavnost javnega naročnika: Gospodarske zadeve

2. Postopek

2.1. Postopek

Naslov: Provision of Travel services

Opis: The European Central Bank (ECB) is seeking suitable candidates through this Call for Applications (CfA) that will be invited to participate in the negotiated procedure and to submit a tender for the Contract on the provision of Travel Services. It is the intention of the ECB to award a contract to one provider. The Contract is envisaged to start on 1 August 2026 and shall remain in force for a period of 4 years. Since a (potential) implementation and handover period from the current service provider to the new contractor is foreseen, the actual service provision is envisaged to start on 15th December 2026. The ECB may request an extension of the Contract, but the total duration of the Contract shall not exceed 5 years. The main language of service delivery will be English. The contract duration is set on exceptional basis to 5 years. This exception is based on the current implementation of the SAP Concur travel system for ECB business travel. It can be envisaged that the integration of a new travel agency into SAP Concur will require the set-up of all relevant technical configurations and respective testing. As a result, an extended transition phase is to be planned which is reflected in the extended contract duration.

Identifikator postopka: df4a3142-3e2b-4c4f-9a55-a38cf1497dff

Notranji identifikator: PRO-2249747029

Vrsta postopka: S pogajanji, s predhodno objavo javnega razpisa / konkurenčni postopek s pogajanji

Postopek je pospešen: ne

Glavne značilnosti postopka: 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 Decision ECB/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>. The detailed features and terms and conditions of the procedure can be found in the procurement documents.

2.1.1. Namen

Vrsta javnega naročila: Storitve

Glavna klasifikacijska oznaka (cpv): 79997000 Storitve v zvezi s poslovnimi potovanji

Dodatna klasifikacija (cpv): 63510000 Storitve potovalnih agencij in podobne storitve

2.1.2. Kraj izvajanja

Poštni naslov: Sonnemannstrasse 22

Mesto: Frankfurt am Main

Poštna številka: 60314

Podregija države (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Država: Nemčija

2.1.3. Vrednost

Ocenjena vrednost brez DDV: 1 500 000,00 EUR

2.1.4. Splošne informacije

Dodatne informacije: This tender procedure is conducted via the ECB's electronic tendering system (SAP Ariba) 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. 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 raise a contact support request on the following website: <https://eu.service.cloud.ariba.com/Sourcing.aw>. Any other queries relating to this procurement procedure and the content of the procurement documentation shall be submitted as laid down in the procurement documentation itself.

Pravna podlaga:

Drugo

<http://data.europa.eu/eli/dec/2016/245/2020-05-01> - Consolidated text: Decision (EU) 2016 /245 of the European Central Bank of 9 February 2016 laying down the rules on procurement (ECB/2016/2) (recast)

2.1.6. Razlogi za izključitev

Viri izključitvenih razlogov: Dokument v zvezi z oddajo naročila

5. Sklop

5.1. Sklop: LOT-0001

Naslov: Provision of Travel Services

Opis: Travel Volumes The past travel volume of the ECB has been as follows: ? The ECB had approximately 3,300 travellers in Frankfurt am Main and over 39,000 transactions were booked in 2024. The total business travel spent in 2024, excluding post-paid reimbursements (e.g. meals and local transportation), was approximately over ? 16 million. ? 91% of air travel was to main European cities, e.g. London, Madrid, Lisbon, Vienna, Rome and Milan. Intercontinental destinations amounted to 9%. ? 42% of the total business travel transactions were by Air, Rail accounted for 31%, Hotels 27% and Car Rental less than 1%. ? 56% of travel was booked online via the Online Booking Engine and 44% offline via the Travel Services provider in 2024. ? 3% of ECB business travel were related to long term mission travel, with an average travel duration of 34 days. The numbers above should serve for orientation only, they are non-binding and without prejudice to future developments. Travel Services The below list contains an overview of the work packages to be delivered, including a brief description of the

package service content. 1. Resources for travel service delivery Provision of a key account manager and dedicated travel agents for standard, mission and VIP business travel. 2. Travel services offline/online booking Travel Services include offline and online bookings for Air, Rail, Hotels and Car Rental. The tenderer should be working with a Global Distribution System (GDS). The Online Booking Engine (OBE) provider is directly contracted by the ECB. The services provided should be aligned to the travel rules of the ECB. Provision of first level support might be required. 3. Mission travel Provision of dedicated mission travel agents, mainly handling the reservations for mission travellers, including booking of long-term accommodation, e.g., apartments provided by commercial hosts. 4. VIP services Provision of a dedicated VIP travel agent team, mainly handling the reservations for VIP travellers, including e.g., VIP hotel notification, Meet and Greet Airports and limousine service. 5. 24/7 services 24/7 services are to be delivered after working hours, on the weekend and on holidays. 6. Hotel direct payment Facilitate accommodation bookings and generate virtual credit cards using the platform provided by the ECB's hotel direct payment supplier. 7. Visa services Providing information, checklists and assistance on visa requirements. Supporting visa applications for travellers located across Europe. 8. Group bookings Providing offers and performing bookings for groups (>10 travellers) for flights, train travel and accommodation. 9. Reporting Providing monthly, cumulated reporting based on data captured at the time of booking and/or ticket issuance and/or logs, including full-year analysis in accordance to the ECB's specifications and requirements. 10. Invoicing Providing monthly invoices for the transaction fees, including respective reports. 11. Green Travel Providing guidance and expertise on sustainable business travel topics. 12. Quality Assurance During the entire duration of the contract, the supplier shall ensure that the services are provided following the highest standards of quality. The scope of the contract may be subject to change, depending on the ECB's business requirements, in line with the main scope, objectives and the spirit of the contract.

Notranji identifikator: PRO-2249747029

5.1.1. Namen

Vrsta javnega naročila: Storitve

Glavna klasifikacijska oznaka (cpv): 79997000 Storitve v zvezi s poslovnimi potovanji

Dodatna klasifikacija (cpv): 63510000 Storitve potovalnih agencij in podobne storitve

Možnosti:

Opis možnosti: The contract is subject to renewal.

5.1.2. Kraj izvajanja

Poštni naslov: Sonnemannstrasse 22

Mesto: Frankfurt am Main

Poštna številka: 60314

Podregija države (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Država: Nemčija

5.1.3. Predvideno trajanje

Trajanje: 60 Meseci

5.1.4. Podaljšanje

Največje število podaljšanj: 1

Dodatne informacije o podaljšanju: The ECB reserves the right to extend the contract based on satisfactory performance and business needs.

5.1.5. Vrednost

Ocenjena vrednost brez DDV: 1 250 000,00 EUR

5.1.6. Splošne informacije

Pridršana udeležba:

Udeležba ni pridržana.

Projekt javnega naročanja se ne financira s sredstvi EU

Javno naročilo je zajeto v Sporazumu o javnih naročilih: ne

5.1.9. Merila za izbor

Viri izbirnih kriterijev: Dokument v zvezi z oddajo naročila

Informacija o drugi stopnji dvostopenjskega postopka:

Najmanjše število kandidatov, ki se povabijo k sodelovanju v drugi stopnji postopka: 3

Postopek se bo odvijal v zaporednih stopnjah. Na vsaki stopnji se lahko izločijo nekateri sodelujoči

Kupec si pridržuje pravico, da javno naročilo odda na podlagi prvotnih ponudb brez dodatnih pogajanj

5.1.10. Merila za oddajo javnega naročila

Merilo:

Vrsta: Kakovost

Opis: As specified in the procurement document.

Merilo:

Vrsta: Cena

Opis: As specified in the procurement document.

5.1.11. Dokumenti v zvezi z oddajo javnega naročila

Naslov dokumentov v zvezi z oddajo javnega naročila: <https://eu.mu.ariba.com/uav/project/?token=577a6147-94d8-4f0b-81eb-76e5bea79e4b>

Sprotni komunikacijski kanal:

Ime: ECB e-tendering platform

Spletni naslov: <https://eu.mu.ariba.com/uav/project/?token=577a6147-94d8-4f0b-81eb-76e5bea79e4b>

5.1.12. Pogoji javnega naročila

Pogoji za predložitev:

Elektronska predložitev: Obvezno

Naslov za predložitev: <https://eu.mu.ariba.com/uav/project/?token=577a6147-94d8-4f0b-81eb-76e5bea79e4b>

Jeziki, v katerih se lahko oddajo ponudbe ali prijave za sodelovanje: angleščina

Elektronski katalog: Ni dovoljeno

Variantne ponudbe: Ni dovoljeno

Rok za prejem prijav za sodelovanje: 23/01/2026 11:00:00 (UTC+00:00) Zahodnoevropski čas, GMT

Pogoji javnega naročila:

Izvajanje javnega naročila je treba zagotoviti v okviru programov zaščitenega zaposlovanja: Ne

Elektronsko izdajanje računov: Obvezno

Uporabljeno bo elektronsko naročanje: da

Uporabljeno bo elektronsko plačevanje: da

5.1.15. Tehnike

Okvirni sporazum:

Ni okvirnega sporazuma

Informacije o dinamičnem nabavnem sistemu:

Ni dinamičnega nabavnega sistema

5.1.16. Dodatne informacije, mediacija in revizija

Organizacija za mediacijo: The European Ombudsman

Organizacija za revizijo: European Central Bank - Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Informacije o rokih za revizijo: Within 10 days of receipt of the notification in accordance with Article 34(1) or the first sentence of Article 34(3) of Decision ECB/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.

Organizacija, ki daje na voljo dodatne informacije o postopku za oddajo javnega naročila:

European Central Bank

Organizacija, ki omogoča nespletni dostop do dokumentov v zvezi z oddajo javnega naročila:

European Central Bank

Organizacija, ki daje dodatne informacije o revizijskih postopkih: European Central Bank

Organizacija, ki prejema prijave za sodelovanje: European Central Bank

Organizacija, ki obdeluje ponudbe: European Central Bank

8. Organizacije

8.1. ORG-0001

Uradno ime: European Central Bank

Registrska številka: 0001

Poštni naslov: Sonnemannstrasse 22

Mesto: Frankfurt am Main

Poštna številka: 60314

Podregija države (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Država: Nemčija

Kontaktna točka: Central Procurement Office

E-naslov: procurement@ecb.europa.eu

Tel.: +49 6913440

Spletni naslov: <https://www.ecb.europa.eu>

Končna točka za izmenjavo podatkov (URL): <https://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html>

Druge kontaktne točke:

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

Poštni naslov: Sonnemannstrasse 22

Mesto: Frankfurt am Main

Poštna številka: 60314

Podregija države (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Država: Nemčija

Kontaktna točka: Legal Advice Team

E-naslov: LegalServices@ecb.europa.eu

Tel.: +49 6913440

Faks: +49 6913446886

Spletni naslov: <http://www.ecb.europa.eu>

Vloge te organizacije:

Kupec

Organizacija, ki daje na voljo dodatne informacije o postopku za oddajo javnega naročila

Organizacija, ki omogoča nespletni dostop do dokumentov v zvezi z oddajo javnega naročila

Organizacija, ki prejema prijave za sodelovanje
Organizacija, ki obdeluje ponudbe
Organizacija za revizijo
Organizacija, ki daje dodatne informacije o revizijskih postopkih

8.1. ORG-0002

Uradno ime: The European Ombudsman
Registrska številka: 0002
Poštni naslov: 1 avenue du Pr?sident Robert Schuman, CS 30403
Mesto: Strasbourg
Poštna številka: 67001
Podregija države (NUTS): Bas-Rhin (FRF11)
Država: Francija
Kontaktna točka: The European Ombudsman
E-naslov: eo@ombudsman.europa.eu
Tel.: +33 388172313
Spletni naslov: <https://www.ombudsman.europa.eu/en/home>
Vloge te organizacije:
Organizacija za mediacijo

10. Sprememba

Različica prejšnjega obvestila, ki se spreminja

:

1e02a77e-2f2c-493e-97bc-99487628b9c4-01

Glavni razlog za spremembo

:

Posodobitev informacij

Opis

:

Due to a system technical error, submission was not possible in some cases, therefore in order to maintain a fair competition, the deadline has to be extended until 23 January 2026, while the error is fixed.

10.1. Sprememba

Identifikator oddelka: LOT-0001

Informacije o obvestilu

Identifikator/različica obvestila: 0cab38ba-55d3-405e-af21-ba9fe8e8625c - 01

Vrsta obrazca: Javni razpis

Vrsta obvestila: Obvestilo o koncesiji ali naročilu – standardna ureditev

Podvrsta obvestila: 16

Datum pošiljanja obvestila: 16/01/2026 15:25:30 (UTC+00:00) Zahodnoevropski čas, GMT

Jeziki, v katerih je uradno dostopno to obvestilo: angleščina

Številka objave obvestila: 40854-2026

Številka izdaje UL S: 13/2026

Datum objave: 20/01/2026