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**Germany-Frankfurt-on-Main: ECB - Provision of services related to
advice on the communication of the European Cultural Days of the ECB
2015/S 202-365047**

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1) Name, addresses and contact point(s)

European Central Bank
Sonnemannstraße 22
For the attention of: Amalia Friman
60314 Frankfurt-on-Main
GERMANY
Telephone: +49 6913440
E-mail: procurement@ecb.europa.eu
Fax: +49 6913447110

Internet address(es):

General address of the contracting authority: <http://www.ecb.europa.eu>

Further information can be obtained from: The above mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from: The above mentioned contact point(s)

Tenders or requests to participate must be sent to: The above mentioned contact point(s)

I.2) Type of the contracting authority

European institution/agency or international organisation

I.3) Main activity

Economic and financial affairs

I.4) Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1) Description

II.1.1) Title attributed to the contract by the contracting authority:

Provision of services related to advice on the communication of the European Cultural Days of the ECB.

II.1.2) Type of contract and location of works, place of delivery or of performance

Services

Service category No 26: Recreational, cultural and sporting services

Main site or location of works, place of delivery or of performance: Frankfurt-on-Main.

NUTS code DE712

II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)

The notice involves the establishment of a framework agreement

II.1.4) Information on framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in years: 3

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 300 000 and 500 000 EUR

II.1.5) Short description of the contract or purchase(s)

Provision of services related to advice on the communication of the European Cultural Days of the ECB.

II.1.6) Common procurement vocabulary (CPV)

79952100, 79416200

II.1.7) Information about Government Procurement Agreement (GPA)

The contract is covered by the Government Procurement Agreement (GPA): no

II.1.8) Lots

This contract is divided into lots: no

II.1.9) Information about variants

Variants will be accepted: no

II.2) Quantity or scope of the contract

II.2.1) Total quantity or scope:

The Directorate General Communications, Division Outreach (DG/C/OTR) of the ECB organises the European Cultural Days of the ECB every year which focus each year on a different Member State of the European Union. In the autumn months Frankfurt-on-Main becomes the setting for many high-quality artistic performances, ranging from music, dance and theatre to art lectures and exhibitions, literary events and films, as well as events for children.

The ECB organises the European Cultural Days together with the national central bank of the featured country and with the support of its many sponsors and partners, who are committed to promoting European arts and culture. The ECB European Cultural Days will feature Germany in 2016.

The ECB intends to award 1 framework agreement for the above services to the provider offering the best value for money for a period of 3 years that upon the ECB's request can be extended for another year (in total a 4-year contract duration).

II.2.2) Information about options

Options: no

II.2.3) Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:
in months: 12 (from the award of the contract)

II.3) Duration of the contract or time limit for completion

Section III: Legal, economic, financial and technical information

III.1) Conditions relating to the contract

III.1.1) Deposits and guarantees required:

No deposit required.

- III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**
Payment arrangements in line with the terms and conditions of the contract. Please see the details in the tender documentation to be requested from the contact point indicated in Sections I.1 and VI.4.
- III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**
The establishment of a temporary grouping of companies is allowed under the conditions laid down in the invitation to tender. Temporary groupings do not need to have a specific legal form but will be jointly and severally liable for all obligations under the contract. Please see the details in the tender documentation to be requested from the contact point indicated in Sections I.1 and VI.4.
- III.1.4) Other particular conditions**
The performance of the contract is subject to particular conditions: no
- III.2) Conditions for participation**
- III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**
Information and formalities necessary for evaluating if the requirements are met: Please see the details in the application/tender documentation to be requested from the contact point indicated in Sections I.1 and VI.4.
- III.2.2) Economic and financial ability**
Information and formalities necessary for evaluating if the requirements are met: Tenderers shall complete Annex 3 to the invitation to tender.
Minimum level(s) of standards possibly required: The tenderers' economic and financial capacity will be assessed on the basis of their financial situation (turnover and profit and loss); 270 000 EUR with similar services/supplies as those covered by the contract. Temporary groupings may add the respective turnover of their members.
- III.2.3) Technical capacity**
Information and formalities necessary for evaluating if the requirements are met:
Tenderers shall complete Annex 3 to the invitation to tender.
Minimum level(s) of standards possibly required:
The tenderer shall confirm having at least 2 consultants at its disposal, each of which shall be available to deliver the services and, with reference to the common European framework of reference for languages, shall have as a minimum, a C1 level in both German and English at all levels (listening, reading, speaking and writing).
- III.2.4) Information about reserved contracts**
- III.3) Conditions specific to services contracts**
- III.3.1) Information about a particular profession**
Execution of the service is reserved to a particular profession: no
- III.3.2) Staff responsible for the execution of the service**
Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service: yes

Section IV: Procedure

- IV.1) Type of procedure**
- IV.1.1) Type of procedure**
Open
- IV.1.2) Limitations on the number of operators who will be invited to tender or to participate**

- IV.1.3) **Reduction of the number of operators during the negotiation or dialogue**
- IV.2) **Award criteria**
- IV.2.1) **Award criteria**
The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document
- IV.2.2) **Information about electronic auction**
An electronic auction will be used: no
- IV.3) **Administrative information**
- IV.3.1) **File reference number attributed by the contracting authority:**
PRO-000598.
- IV.3.2) **Previous publication(s) concerning the same contract**
no
- IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document**
- IV.3.4) **Time limit for receipt of tenders or requests to participate**
16.11.2015 - 18:00
- IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**
- IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**
English.
- IV.3.7) **Minimum time frame during which the tenderer must maintain the tender**
Duration in months: 6 (from the date stated for receipt of tender)
- IV.3.8) **Conditions for opening of tenders**

Section VI: Complementary information

- VI.1) **Information about recurrence**
This is a recurrent procurement: no
- VI.2) **Information about European Union funds**
The contract is related to a project and/or programme financed by European Union funds: no
- VI.3) **Additional information**
The documentation for this procurement can be downloaded from an Internet platform. If you are interested in participating in the procurement procedure, please register via the Internet platform using the following Internet address, user name and password:
Internet address: <https://www.ecb.europa.eu/secure/procurement/>
User ID: 000598/C/OTR/2015
Password: 18186D
After you have registered, an e-mail will be sent to you with a new user name and password. The Internet address will remain the same. Please use the new user name and password to download the tender documentation.
Should you experience any problems in accessing the Internet platform for registration and/or downloading the application documentation please do not hesitate to contact us at the following e-mail address: procurement@ecb.europa.eu quoting the procurement number and problem experienced.
The ECB shall endeavour to answer all queries concerning access as quickly as possible but cannot guarantee a minimum response time. 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 Decision of the European Central Bank of 3.7.2007 laying down the Rules on Procurement (ECB/2007/5) (as amended), available on the ECB website at <http://www.ecb.europa.eu> (please look for the link 'for suppliers').

During the tender procedure tenderers shall not contact any other ECB staff members or organisations/ persons working for the ECB with regard to this tender procedure other than the person indicated in Section I.1. Tenderers shall also not contact potential competitors unless they intend to form a temporary grouping with them or to involve them as subcontractors. Any violation of this communication rule may lead to the exclusion of the tenderer in question.

VI.4) **Procedures for appeal**

VI.4.1) **Body responsible for appeal procedures**

Procurement Review Body of the European Central Bank, c/o Legal Advice Team
Sonnemannstraße 22
60314 Frankfurt-on-Main
GERMANY
Telephone: +49 6913440
Internet address: <http://www.ecb.europa.eu>
Fax: +49 6913446886

Body responsible for mediation procedures

European Ombudsman
1 avenue du Président Robert Schuman
67001 Strasbourg
FRANCE

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: 15 days from the receipt of the information specified in Article 28(3) of Decision of the European Central Bank of 3.7.2007 laying down the Rules on Procurement (ECB/2007/5) or, if no information is requested, 15 days from the receipt of the notification to unsuccessful tenderers. Further requirements are outlined in Article 33 of this Decision. A complaint to the European Ombudsman does not affect the deadline for lodging appeals.

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

Central Procurement Office
Sonnemannstraße 22
60314 Frankfurt-on-Main
GERMANY
Telephone: +49 6913440

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

7.10.2015