

Germany – Event services – Provision of Event Agency Services for the annual ECB Forum on Central Banking (EFCB)
OJ S 229/2024 25/11/2024
Contract or concession notice – standard regime
Services

1. Buyer

1.1. Buyer

Official name: European Central Bank

Email: procurement@ecb.europa.eu

Legal type of the buyer: EU institution, body or agency

Activity of the contracting authority: Economic affairs

2. Procedure

2.1. Procedure

Title: Provision of Event Agency Services for the annual ECB Forum on Central Banking (EFCB)

Description: The ECB is seeking a Contractor with proven experience in organising high-level conferences and events throughout Europe in particular in Portugal, and with an established network of partners/subcontractors in Portugal. The tasks of the successful tenderer may include: (a) Consultancy services (b) Project management, coordination and execution of all preparatory tasks, event management on-site The ECB intends to award one framework agreement for the provision of services to the Tenderer offering the best concept, methodology and value for money. The contract is envisaged to start in October 2025 and shall remain in effect for a period of three years with the possibility of an extension for an additional year. The contract value is expected to be approx. EUR 500,000 per edition plus optional services. The numbers are only estimates and shall not be binding on the ECB.

Procedure identifier: bd9846cf-b298-447b-b720-3aed5089b6bf

Internal identifier: PRO-008755

Type of procedure:

Negotiated with prior publication of a call for competition / competitive with negotiation

The procedure is accelerated: no

Main features of the procedure: 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. Purpose

Main nature of the contract: Services

Main classification (cpv): 79952000 Event services

Additional classification (cpv): 79950000 Exhibition, fair and congress organisation services

2.1.2. Place of performance

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

2.1.3. Value

Estimated value excluding VAT: 2 000 000,00 EUR

Maximum value of the framework agreement: 2 400 000,00 EUR

2.1.4. General information

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: [insert Rfx reference] . 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 seven calendar days before the time-limit for the submission of tenders.

Legal basis:

Directive 2014/24/EU

<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. Grounds for exclusion

Sources of grounds for exclusion: Procurement document

5. Lot

5.1. Lot: LOT-0001

Title: Provision of Event Agency Services for the annual ECB Forum on Central Banking (EFCB)

Description: [insert a The ECB is seeking a Contractor with proven experience in organising high-level conferences and events throughout Europe in particular in Portugal, and with an established network of partners/subcontractors in Portugal. The tasks of the successful tenderer may include: (a) Consultancy services (b) Project management, coordination and execution of all preparatory tasks, event management on-site The ECB intends to award one framework agreement for the provision of services to the Tenderer offering the best concept, methodology and value for money. The contract is envisaged to start in October 2025 and shall remain in effect for a period of three years with the possibility of an extension for an additional year. The contract value is expected to be approx. EUR 500,000 per edition plus optional services. The numbers are only estimates and shall not be binding on the ECB.more detailed description of the lot]

Internal identifier: PRO-008755

5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79952000 Event services

Additional classification (cpv): 79950000 Exhibition, fair and congress organisation services

Options:

Description of the options: The contract is subject to renewal.

5.1.2. Place of performance

Town: Sintra

Country subdivision (NUTS): Área Metropolitana de Lisboa (PT170)

Country: Portugal

5.1.3. Estimated duration

Duration: 48 Months

5.1.4. Renewal

Maximum renewals: 1

The buyer reserves the right for additional purchases from the contractor, as described here:

The contract shall be signed for a duration of 36 months, the ECB may extend the duration upon satisfactory performance by 12 months, i.e. 48 months total.

5.1.6. General information

Reserved participation: Participation is not reserved.

Procurement Project not financed with EU Funds.

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

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-2024-000069: PRO-008755-R1-Event agency services ECB. 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 seven calendar days before the time-limit for the submission of tenders.

5.1.9. Selection criteria

Sources of selection criteria: Procurement document

Criterion:

The criteria will be used to select the candidates to be invited for the second stage of the procedure

Information about the second stage of a two-stage procedure:

Minimum number of candidates to be invited for the second stage of the procedure: 5

Maximum number of candidates to be invited for the second stage of the procedure: 7

The procedure will take place in successive stages. At each stage, some participants may be eliminated

The buyer reserves the right to award the contract on the basis of the initial tenders without any further negotiations

5.1.11. Procurement documents

Languages in which the procurement documents are officially available: English

Deadline for requesting additional information: 13/12/2024 12:00:00 (UTC+1)

Address of the procurement documents: <https://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html>

Ad hoc communication channel:

Name: ECB e-tendering platform

URL: <https://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html>

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Variants: Not allowed

Tenderers may submit more than one tender: Not allowed

Deadline for receipt of requests to participate: 20/12/2024 12:00:00 (UTC+1)

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Required

Electronic ordering will be used: yes

Electronic payment will be used: yes

Information about review deadlines: 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.

5.1.15. Techniques

Framework agreement: Framework agreement, without reopening of competition

Maximum number of participants: 1

Information about the dynamic purchasing system: No dynamic purchase system

5.1.16. Further information, mediation and review

Mediation organisation: The European Ombudsman

Review organisation: European Central Bank

Organisation providing more information on the review procedures: European Central Bank

TED eSender: Publications Office of the European Union

8. Organisations

8.1. ORG-0004

Official name: European Central Bank

Registration number: 0001

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postcode: 60314

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

Contact point: Central Procurement Office

Email: procurement@ecb.europa.eu

Telephone: +49 69 13440

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

Buyer profile: <https://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html>

Other contact points:

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

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postcode: 60314

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

Contact point: Legal Advice Team

Email: LegalServices@ecb.europa.eu

Telephone: +49 6913440
Fax: +49 6913446886
Internet address: <http://www.ecb.europa.eu>

Roles of this organisation:

Buyer
Review organisation
Organisation providing more information on the review procedures

8.1. ORG-0006

Official name: The European Ombudsman
Registration number: 0002
Postal address: 1 avenue du Président Robert Schuman, CS 30403
Town: Strasbourg
Postcode: 67001
Country subdivision (NUTS): Bas-Rhin (FRF11)
Country: France
Contact point: The European Ombudsman
Email: eo@ombudsman.europa.eu
Telephone: +33 388172313
Internet address: <https://www.ombudsman.europa.eu>

Roles of this organisation:

Mediation organisation

8.1. ORG-0000

Official name: Publications Office of the European Union
Registration number: PUBL
Town: Luxembourg
Postcode: 2417
Country subdivision (NUTS): Luxembourg (LU000)
Country: Luxembourg
Email: ted@publications.europa.eu
Telephone: +352 29291
Internet address: <https://op.europa.eu>

Roles of this organisation:

TED eSender

11. Notice information

11.1. Notice information

Notice identifier/version: fc568574-793e-4dcd-a902-6336f4426e8d - 01
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice subtype: 16
Notice dispatch date: 21/11/2024 14:38:52 (UTC)
Languages in which this notice is officially available: English

11.2. Publication information

Notice publication number: 718378-2024
OJ S issue number: 229/2024
Publication date: 25/11/2024

