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D-Frankfurt-on-Main: ECB - Medical insurance services and medical claim administration services

2011/S 108-176751

Contract notice

Section I: Contracting authority

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

European Central Bank, attention: Ezequiel Gomez, Kaiserstraße 29, 60311Frankfurt-on-Main, GERMANY. Tel. +49 691344-0. Fax +49 691344-7110. E-mail: procurement@ecb.europa.eu

Internet address(es):

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

Further information can be obtained at:

As in abovementioned contact point(s).

<u>Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at:</u>

As in abovementioned contact point(s).

Tenders or requests to participate must be sent to:

As in abovementioned contact point(s).

1.2) Type of the contracting authority and main activity or activities:

European institution/agency or international organisation.

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:

Medical insurance services and medical claim administration services.

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

Services. Service category: No 6 (lot 1), 27 (lot 2). Main place of performance: ECB, Frankfurt-on-Main. NUTS code: DE712.

II.1.3) The notice involves:

A public contract.

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

The contracts for tender are to provide:

- comprehensive group health insurance for current and future active staff, pensioners, members of the executive board, former members of staff on unemployment benefits and their dependants,

- comprehensive group health insurance for current and future trainees,

— group insurance for medical costs incurred due to accidents at work and occupational diseases at a 100 % reimbursement rate,

- comprehensive individual health insurance for former insured members on a 'medical history disregarded' basis at insured member's charge,

- claim administration for the above group insurances. The total scope is divided into 2 lots: lot 1: provision of group health insurance and individual health insurance; lot 2: claim administration service for group insurance. Common procurement vocabulary (CPV): II.1.6) 66510000 (lot 1), 75112000 (lot 2), 75122000 (lot 2). II.1.7) Contract covered by the Government Procurement Agreement (GPA): Yes. **Division into lots:** II.1.8) Yes Tenders should be submitted for: 1 or more lots. II.1.9) Variants will be accepted: No. Quantity or scope of the contract II.2) II.2.2) **Options:** No. II.3) Duration of the contract or time limit for completion: Duration in months: 36 (with the option to extend for 3 additional years). Section III: Legal, economic, financial and technical information III.1) Conditions relating to the contract III.1.1) Deposits and guarantees required: No deposit is required, but where applicable, the successful tenderer (or in the case of a successful consortium bid, each member of the consortium) may be required to provide a parent-company guarantee. Main financing conditions and payment arrangements and/or reference to the relevant provisions III.1.2) regulating them: The method of payment will be in accordance with the terms and conditions of the contract. III.1.3) Legal form to be taken by the grouping of economic operators to whom the contract is to be awarded Other particular conditions to which the performance of the contract is subject: III.1.4) No. III.2) **Conditions for participation** III.2.2) Economic and financial capacity: Information and formalities necessary for evaluating if requirements are met:

see details in the call for applications referred to in section IV.3.3. Minimum level(s) of standards possibly required:

see details in the call for applications referred to in Section IV.3.3.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met: see details in the call for applications referred to in Section IV.3.3. Minimum level(s) of standards possibly required: see details in the call for applications referred to in Section IV.3.3.

III.2.4) Reserved contracts:

No.

III.3) Conditions specific to service contract

III.3.1) Execution of the service is reserved to a particular profession: No.

III.3.2) 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: Negotiated. Candidates have already been selected: no.

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate: Envisaged minimal number: 3 per lot, where available; and objective criteria for choosing the limited number of candidates: see details in the call for applications.

IV.1.3) Reduction of the number of operators during the negotiation or dialogue: Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be

negotiated: yes.

Following the evaluation of the written tenders the ECB may invite tenderers for a presentation and negotiations. The negotiations may be carried out as consecutive negotiations in the order of the tenderers' ranking or as parallel negotiations with several tenderers who best meet the award criteria.

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) An electronic auction will be used:
- IV.3) Administrative information
- IV.3.1) File reference number attributed by the contracting authority: 16129/H/RCO/2010.
- IV.3.2) **Previous publication(s) concerning the same contract:** No.

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document: The necessary documentation (call for applications and application form) containing the procedural rules, requirements and criteria for this tender phase must be downloaded from the following Internet site: http:// www.ecb.europa.eu/ecb/jobsproc/archive/html/tenderdoc_med_insurance.en.html Suppliers who intend to submit an application are required to, promptly after downloading the ECB call for applications and the application form from the above Internet site, provide the ECB (procurement@ecb.europa.eu) with a valid contact e-mail address. This shall be used by the ECB to keep all interested parties aware of potential further communications on this tender that the ECB may need to disclose until the deadline for the submission of applications. In addition, such potential further communications will also be published on the aforementioned Internet site.

It is foreseen that, after choosing the limited number of candidates that will be invited to submit a tender, the

tender documentation will also be published on an Internet site. Such documentation will include the detailed requirements, procedural rules and contractual terms and conditions.

The completed application form must be returned in paper copy and electronic (CD-ROM) format by the date indicated in IV.3.4 below.

Payable documents: no.

IV.3.4) Time limit for receipt of tenders or requests to participate: 4.7.2011.

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up: English.

Other: applications shall be submitted in English. Information on reference projects and relating information may be submitted in English. External supporting documents, for example company registrations and certificates, may be submitted in their original language. The ECB may request the candidates to provide a certified translation.

IV.3.7) Minimum time frame during which the tenderer must maintain the tender:

Duration in months: 9 (from the date stated for receipt of tender).

IV.3.8) Conditions for opening tenders:

Place: tenders shall be opened shortly after the deadline for receipt of tenders has expired, at the address in I.1. Persons authorised to be present at the opening of tenders: no. Members of staff of the ECB only.

Section VI: Complementary information

VI.1) This is a recurrent procurement:

No.

VI.2) Contract related to a project and/or programme financed by EU funds:

No.

VI.3) Additional information:

The tender procedure is conducted in accordance with Decision ECB/2007/5 of 3.7.2007 laying down the rules on procurement (OJ L 184, 14.7.2007, p. 34) as amended by Decision ECB/2009/2 (OJ L 51, 24.2.2009, p. 10) and Decision ECB/2010/8 (OJ L 238, 9.9.2010, p. 14), all published on http://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html

VI.4) Procedures for appeal

VI.4.1) Body responsible for appeal procedures:

European Central Bank, Procurement Review Body of the ECB, c/o Legal Advice Team, Kaiserstraße 29, 60311 Frankfurt-on-Main, GERMANY. Tel. +49 691344-0. Fax +49 691344-6886. E-mail: legaladviceteam@ecb.int Internet: http://www.ecb.int

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 the ECB procurement rules (see Section VI.3) 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 the ECB procurement rules (see Section VI.3). A complaint to the European Ombudsman does not affect the submission deadline nor does it create a new deadline by which complaints can be submitted.

VI.5) Date of dispatch of this notice:

26.5.2011.