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**Germany-Frankfurt-on-Main: ECB - Provision of works and services related to the planning, organisation, set-up and dismantling of the Eurosystem stand at the annual Sibos exhibition (29171/C/OEP/2014)  
2014/S 206-363912**

**Contract notice**

**Services**

Directive 2004/18/EC

**Section I: Contracting authority**

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

European Central Bank  
Sonnemannstraße 22  
Contact point(s): Central Procurement Office  
For the attention of: Corina Negrea  
60314 Frankfurt-on-Main  
GERMANY  
Telephone: +49 6913440  
E-mail: [procurement@ecb.europa.eu](mailto:procurement@ecb.europa.eu)  
Fax: +49 6913447110

**Internet address(es):**

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

Electronic access to information: <https://www.ecb.europa.eu/secure/procurement/>

**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 works and services related to the planning, organisation, set-up and dismantling of the Eurosystem stand at the annual Sibos exhibition (29171/C/OEP/2014).

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

Services  
Service category No 27: Other services  
NUTS code

**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 months: 48

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

The European Central Bank (ECB) is seeking through this open procedure a supplier for the provision of works and services related to the planning, organisation, set-up and dismantling of the European Central Bank's (ECB's) stand at the annual Sibos exhibition and intends to award a contract (the 'Contract') to the supplier offering the best value for money.

The annual Sibos exhibition organised by Swift is the most important global event specialised in issues related to financial market infrastructures (FMIs). Sibos takes place annually for 4 days in September or October at worldwide locations — alternately in Europe, the Americas and Asia/Pacific — and is visited by approx. 7 000 delegates.

The European Central Bank (ECB) has been participating continuously at Sibos from the first time in 2000 in San Francisco to Sibos 2014, which will take place in Boston. At this stage it is planned that Sibos will take place in Singapore in 2015, in Geneva in 2016, in Toronto in 2017 and in Sydney in 2018.

The main goal is to inform representatives from the whole financial industry, including the specialised press, at a single venue of key services, projects and initiatives revolving around FMIs. In addition the ECB can advertise its role as promoter of further integration and provider of integrated market solutions. Moreover Sibos allows the ECB to meet numerous international stakeholders and build relationships.

The ECB is represented at Sibos with a stand, which shall be provided by and remain the property of the successful tenderer. The services expected include all activities related to the stand provision and organisation as well as supporting consultancy services.

In this context the main tasks expected from the supplier include:

project management and controlling activities;

stand provision and organisation;

consultancy services.

**II.1.6) Common procurement vocabulary (CPV)**

39154000, 32321200, 79415200, 79950000, 79956000, 39154100

**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:**

**II.2.2) Information about options**

Options: no

**II.2.3) Information about renewals**

This contract is subject to renewal: no

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

Duration in months: 48 (from the award of the contract)

**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.3.

**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.3.

**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.3.

**III.2.2) Economic and financial ability**

Information and formalities necessary for evaluating if the requirements are met: Candidates shall complete Annex 1 to the call for applications.

Minimum level(s) of standards possibly required: The tenderers' economic and financial capacity will be assessed on the basis of their financial situation (net turnover) for the period 2011–2013. As a minimum, tenderers shall have had, in the period 2011–2013, a net turnover of at least 1 000 000 EUR.

**III.2.3) Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:

Candidates shall complete Annex 1 to the call for applications.

Minimum level(s) of standards possibly required:

The tenderers' technical and professional capacity will be assessed on the basis of the following criterion:

— the tenderers' experience which will be assessed on the basis of reference contracts.

Tenderers shall have performed during the last 3 financial years at least 6 similar contracts;

— furthermore, tenderers shall provide evidence of their professional risk indemnity insurance with worldwide validity/coverage,

— tenderers shall be in a position to propose a contract manager with English skills level C1 or above (see language grid, Annex 7).

**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:**

29171/C/OEP/2014.

**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**

8.12.2014 - 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**

Date: 8.12.2014 - 18:00

Persons authorised to be present at the opening of tenders: no

**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 to participate 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 name: 29171/C/OEP/2014

Password: A57956

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](mailto: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 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 2007/5 laying down the rules on procurement (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 ECB Decision 2007/5 laying down the rules on procurement or, if no information is requested, 15 days from the receipt of the notification by 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:**

15.10.2014