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D-Frankfurt-on-Main: ECB - Provision of advertising services related to recruitment 2011/S 146-241280

Contract notice

Section I: Contracting authority

1.1) Name, addresses and contact point(s):

European Central Bank, attention: Javier Insa, Kaiserstraße 29, 60311Frankfurt-on-Main, GERMANY. Tel. +49 691344-8845. 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).

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

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:

Provision of advertising services related to recruitment.

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

Services.

Service category: No 13.

II.1.3) 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, with the possibility to extend for another year.

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

In order to fill open vacancies, the European Central Bank places a number of job advertisements every year in the international press and/or on Internet job portal sites in addition to its own Internet job portal. The successful tenderer will be requested to provide the services related to the advertising of job vacancy notices in the international press, in particular: the preparation and layout of the advertisement in formats required by the selected press, the purchase at favourable conditions and the booking of space for such advertisements in such press.

II.1.6) Common procurement vocabulary (CPV):

79341000, 79600000.

II.1.7) Contract covered by the Government Procurement Agreement (GPA):

Yes.

II.1.8) Division into lots:

No.

II.1.9) Variants will be accepted:

Nο

- II.2) Quantity or scope of the contract
- II.2.1) Total quantity or scope
- II.2.2) Options:

Number of possible renewals: 1.

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

Duration in months: 36, with the possibility to extend for another 12 months (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 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.

III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:

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:

The establishment of a temporary grouping of companies is allowed under the conditions laid down in the invitation to tender.

III.1.4) Other particular conditions to which the performance of the contract is subject:

No.

- III.2) Conditions for participation
- III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers
- III.2.2) Economic and financial capacity:

Information and formalities necessary for evaluating if requirements are met:

— annual financial turnover (normally within the last 3 years).

Minimum level(s) of standards possibly required:

- 200 000 EUR.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met:

- 1. proven capacity to publish in newspapers and to publish advertisements using electronic recruitment portals;
- 2. number of comparable reference projects executed recently.

Minimum level(s) of standards possibly required:

- 1. at least 1 leading newspaper in all EU Member States;
- 2. at least 2 in the last 3 years.

III.2.4) Reserved contracts:

No.

III.3) Conditions specific to service contracts

III.3.1) **Execution of the service is reserved to a particular profession:**

III.3.2) Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service:

No.

Section IV: Procedure

IV.1) Type of procedure

IV.1.1) Type of procedure:

Open.

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.

Criteria; weighting:

1. Price; 70 %.

2. Quality; 20 %.

3. Lead time; 10 %.

An electronic auction will be used: IV.2.2)

- IV.3) Administrative information
- File reference number attributed by the contracting authority: IV.3.1)

17810/H/RCO/2011.

Previous publication(s) concerning the same contract: IV.3.2)

Conditions for obtaining specifications and additional documents or descriptive document: IV.3.3)

Payable documents: no.

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

30.9.2011.

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

English.

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

Duration in months: 6 (from the date stated for receipt of tender).

IV.3.8) **Conditions for opening tenders:**

Date: 10.10.2011.

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:

Yes.

Estimated time for further notices to be published: it is expected that this will be a recurrent procurement, and if required, further notices shall be published prior to the termination of any new contract that results from this procurement exercise.

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

No.

VI.3) Additional information:

The contract shall be governed by and interpreted under German civil law.

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, Kaiserstraße 29, 60311 Frankfurt-on-Main, GERMANY. Tel. +49 691344-0 (switchboard). Fax +49 691344-6558. E-mail: legaladviceteam@ecb.europa.eu Internet: http://www.ecb.europa.eu

Body responsible for mediation procedures:

The European Ombudsman, 1 avenue du Président Robert Schuman, CS 30403, 67001 Strasbourg Cedex, 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 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). The 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.4.3) Service from which information about lodging of appeals may be obtained: See above.

VI.5) Date of dispatch of this notice:

19.7.2011.