

**ECB - consultancy and organisation of the ECB annual photography award,
photographic exhibitions and other exhibitions (D-Frankfurt-on-Main)**

2007/S 124-150876

Contract notice

Services

Is this contract covered by the Government Procurement Agreement (GPA)? Yes.

Section I: Contracting authority

- I.1) **Official name and address of the contracting authority:**
European Central Bank, attn: Mr Manfred Spieler, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Fax (49-69) 13 44 71 10. E-mail: procurement@ecb.int. URL: www.ecb.int.
- I.2) **Address from which further information can be obtained:**
European Central Bank, attn: Mr Manfred Spieler, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Fax (49-69) 13 44 71 10. E-mail: procurement@ecb.int. URL: www.ecb.int.
Further information (question and answer) is provided in a forum at the above-mentioned Internet address.
- I.3) **Address from which documentation may be obtained:**
European Central Bank, attn: Mrs Susanne Pieper-Kiros, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Fax (49-69) 13 44 71 10. E-mail: procurement@ecb.int. URL: www.ecb.int.
- I.4) **Address to which tenders/requests to participate must be sent:**
As in I.1.
- I.5) **Type of contracting authority:**
EU institution.
The contracting authority is purchasing on behalf of other contracting authorities: no.

Section II: Object of the contract

- II.1) **Description**
- II.1.3) **Type of service contract:**
Service category 11, 26.
- II.1.4) **Is it a framework agreement:**
Yes.
The notice involves: the establishment of a framework agreement.
- II.1.5) **Title attributed to the contract by the contracting authority:**
Consultancy and organisation of the ECB annual photography award, photographic exhibitions and other exhibitions.
- II.1.6) **Description/object of the contract:**
It is the intention of the European Central Bank (the 'ECB') to appoint a suitable qualified and experienced supplier to undertake the complete process of consultancy on the content of exhibitions (PR including networking to find suitable cooperation partners, coordination of the ECB annual photography award jury, search

for venues, planning of the exhibition) and technical organisation of exhibitions (planning of technical tasks and installations, transport, set-up and dismantling, maintenance on and storage of the exhibition systems etc).
The ECB expects to appoint a single supplier.

II.1.7) **Site or location of works, place of delivery or performance:**

European Central Bank, Frankfurt am Main and other venues in Europe as required.
NUTS code: DE712.

II.1.8) **Nomenclature**

II.1.8.1) **Common procurement vocabulary (CPV):**

74811300, 74860000.

II.1.9) **Division into lots:**

No.

II.1.10) **Will variants be accepted:**

No.

II.2) **Quantity or scope of the contract**

II.2.1) **Total quantity or scope:**

In the past the ECB has organised several photographic exhibitions and similar events, which included 'The Making of the Euro', the 'Euro Banknote Design Exhibition' and most recently the 'ECB Annual Photography Award' exhibition.

The main tasks include the following:

— consultancy on the content of the exhibition (preparation including networking to find suitable cooperation partners, coordination of the ECB Annual Photography Award jury, search for venues, planning of the exhibitions etc), and

— technical organisation of the exhibition (planning of technical tasks and installations, transport, set-up and dismantling, maintenance on and storage of the exhibition systems etc),

— we estimate that at least 2 such exhibitions will have to be organised per year.

A detailed list of requirements is attached as annex in the tender documents (ITT).

In order to ensure an efficient organisation of the ECB's exhibitions, all tasks should be co-ordinated by 1 supplier. These ECB vernissages and exhibitions are attended by high-level visitors, press and the general public.

II.2.2) **Options. Description and time when they may be exercised**

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

Period: 48 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 terms of financing and payment and/or reference to the relevant provisions:**

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 suppliers, contractors or service providers to whom the contract is awarded:**

The establishment of a temporary grouping of companies is allowed. In the application, all members of the temporary grouping must declare in writing that: (i) in case of an order they will provide all services as a

temporary grouping and (ii) all the members will have joint and several liability for the performance of the contract, (iii) a single legal entity shall represent the whole grouping. The parts of the supplies and/or services that will be performed by the individual companies shall be specified.

III.2) **Conditions for participation**

III.2.1) **Information concerning the personal situation of the contractor, supplier or service provider and information and formalities necessary for the evaluation of the minimum economic, financial and technical capacity required:**

(a) Full company name, business address and registered address (if different) and registration number;

(b) ;

(c) financial capacity: financial statements relating to the past 3 years of trading;

(d) technical capacity — tenderers must provide information that demonstrates that they have:

— appropriate ability and experience,

— sufficient resources,

— requisite systems and equipment to execute the contract,

(e) in addition tenderers must provide:

— information relating to past contracts that includes similar work undertaken over the last 3 years, providing details of scope, size, duration and value of contracts,

(f) all requested information must be returned in hard copy format by the date indicated in IV.3.3 below.

III.3) **Conditions specific to services contracts**

III.3.1) **Is provision of the service reserved to a specific profession:**

No.

III.3.2) **Will legal entities be required to state the names and professional qualifications of the personnel responsible for execution of the contract?**

Yes.

Section IV: Procedure

IV.1) **Type of procedure:**

Open.

IV.1.1) **Have candidates already been selected:**

No.

IV.1.2) **Justification for the choice of accelerated procedure:**

Not applicable.

IV.1.4) **Envisaged number of suppliers which will be invited to tender:**

5.

IV.2) **Award criteria:**

The most economically advantageous tender in terms of criteria as stated in contract documents.

IV.2.2) **An electronic auction will be used:**

No.

IV.3) **Administrative information**

IV.3.1) **Reference number attributed to the file by the contracting authority:**

1889/CO/PAL2006.

IV.3.2) **Conditions for obtaining contract document and additional documents:**

20.7.2007.

- IV.3.3) **Time-limit for receipt of tenders or requests to participate:**
27.7.2007 (12:00).
- IV.3.4) **Dispatch of invitations to tender to selected candidates:**
Not applicable.
- IV.3.5) **Language or languages in which tenders or requests to participate shall be drawn up:**
English.
- IV.3.6) **Minimum time frame during which the tenderer must maintain its tender:**
6 months from the deadline stated for receipt of tenders.
- IV.3.7) **Conditions for opening tenders**
- IV.3.7.1) **Persons authorised to be present at the opening of tenders:**
Only authorised officers of the ECB.
- IV.3.7.2) **Date, time and place:**
Tenders will be opened shortly after the deadline for receipt of tenders.

Section VI: Other information

- VI.1) **Is this notice a non-mandatory one:**
No.
- VI.2) **If applicable, indicate whether this procurement is a recurrent one and the estimated timing for further notices to be published:**
It is expected that this procurement may be renewed in the future.
- VI.3) **Does the contract relate to a project/programme financed by EU funds:**
No.
- VI.4) **Additional information:**
The contract shall be governed by and interpreted under German civil law. Should the ECB and the contractor be unable to reach agreement on any matter arising out of any contractual relationship, the matter in dispute shall be referred to the exclusive jurisdiction of the Amtsgericht/Landgericht in Frankfurt am Main. The contractor hereby expressly agrees that the contact details provided will be used at all stages throughout the procurement process and will serve as an address for service in the event that dispute arises out of a contractual relationship between the parties.
It is intended to initially contract for 3 years with the potential for a 1-year extension.
Tenders and all supporting documents must be priced in EUR and all contract payments will be made in EUR. All discussions and meetings will be conducted in English and no interpretation facilities will be provided. The ECB reserves the right not to make any award and reserves the right to accept all or part of any tender unless the tenderer expressly stipulates otherwise in their tender. The ECB reserves the right to disqualify any applicant who provides information which proves to be incorrect.
Tenderers are also informed that site visits may take place to confirm information in their offers.
Tenders may be rejected if the required information is not provided in the stated format at the time of tendering. Tenders shall be delivered, sealed in an envelope, not bearing any indication of the tenderer on the envelope, or in the franking thereon, clearly marked with the contract name and addressed as in point I.1, so as to arrive no later than the date and time specified in point IV.3.3.
It is the responsibility of tenderers to ensure that their tender is delivered not later than the appointed time. The ECB may not consider any tenders received after that time. Tenders received in electronic format, or by facsimile will not be considered.
- VI.5) **Date of dispatch of this notice:**

5.6.2007.

VI.6.1) **Body responsible for appeal procedures:**

European Central Bank, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Fax (49-69) 13 44 71 10. E-mail: procurement@ecb.int. URL: www.ecb.int.

VI.6.2) **Lodging of appeals:**

Precise information on deadline(s) for lodging appeals:

2 weeks after dispatch of rejection letters to non-selected candidates.

VI.6.3) **Service from which information about the lodging of appeals may be obtained:**

European Central Bank, Kaiserstraße 29, D-60311 Frankfurt-on-Main. Fax (49-69) 13 44 71 10. E-mail: procurement@ecb.int. URL: www.ecb.int.