

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:367815-2017:TEXT:EN:HTML>

**Germany-Frankfurt-on-Main: ECB - Provision of translation
services from Estonian, Finnish and Latvian into English
2017/S 180-367815**

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) **Name and addresses**

European Central Bank
Sonnemannstraße 22
Frankfurt am Main
60314
Germany
Contact person: Manila Pisaniello
Telephone: +49 69/13440
E-mail: procurement@ecb.europa.eu
Fax: +49 69/13447110
NUTS code: DE712

Internet address(es):

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

I.2) **Joint procurement**

I.3) **Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.ecb.europa.eu/secure/procurement/>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted to the abovementioned address

I.4) **Type of the contracting authority**

European institution/agency or international organisation

I.5) **Main activity**

Economic and financial affairs

Section II: Object

II.1) **Scope of the procurement**

II.1.1) **Title:**

Provision of translation services from Estonian, Finnish and Latvian into English.
Reference number: PRO-003474.

II.1.2) **Main CPV code**

79530000

II.1.3) **Type of contract**

Services

II.1.4) **Short description:**

The European Central Bank (ECB) is looking through this open procedure for suppliers for the provision of translation services from Estonian, Finnish and Latvian into English.

The requested services will be divided into 3 lots:

- lot 1: the provision of translation services from Estonian into English,
- lot 2: the provision of translation services from Latvian into English,
- lot 3: the provision of translation services from Finnish into English.

The ECB intends to award framework contracts (the 'contract') with a duration of up to 4 years to a maximum, per lot, of 4 providers offering the best value for money. Tenderers may apply for 1, 2 or all 3 lots.

II.1.5) **Estimated total value**

Value excluding VAT: 220 000.00 EUR

II.1.6) **Information about lots**

This contract is divided into lots: yes
Tenders may be submitted for all lots

II.2) **Description**

II.2.1) **Title:**

The provision of translation services from Estonian into English
Lot No: 1

II.2.2) **Additional CPV code(s)**

79530000

II.2.3) **Place of performance**

NUTS code: EE00
Main site or place of performance:
Contractor's premises.

II.2.4) **Description of the procurement:**

The ECB's English Translation and Editing Section (ETE) is looking for experienced translators to provide translation services from Estonian into English remotely.

In this invitation to tender (ITT), a reference to an 'external translator' includes freelance translators, translators who are staff employed by agencies, translators that are part of a temporary grouping and external translators that are, or may be, subcontracted by a tenderer for the purposes of this tender. Contractors will be requested to provide the services remotely.

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

Value excluding VAT: 140 000.00 EUR

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 36
This contract is subject to renewal: yes
Description of renewals:

The contract can be renewed once for 12 months. The maximum duration of the contract is thus 4 years.

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

II.2.13) **Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14) **Additional information**

Contractors will be requested to provide the services remotely. However, in very exceptional circumstances, the ECB may ask a contractor to provide the services in-house (i.e. on the ECB's premises in Frankfurt-on-Main) for a short period of time.

II.2) **Description**

II.2.1) **Title:**

The provision of translation services from Latvian into English

Lot No: 2

II.2.2) **Additional CPV code(s)**

79530000

II.2.3) **Place of performance**

NUTS code: LT

Main site or place of performance:

Contractor's premises.

II.2.4) **Description of the procurement:**

The ECB's English Translation and Editing Section (ETE) is looking for experienced translators to provide translation services from Latvian into English remotely.

In this invitation to tender (ITT), a reference to an 'external translator' includes freelance translators, translators who are staff employed by agencies, translators that are part of a temporary grouping and external translators that are, or may be, subcontracted by a tenderer for the purposes of this tender. Contractors will be requested to provide the services remotely.

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

Value excluding VAT: 40 000.00 EUR

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

The contract can be renewed once for 12 months. The maximum duration of the contract is thus 4 years.

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

II.2.13) **Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14) **Additional information**

Contractors will be requested to provide the services remotely. However, in very exceptional circumstances, the ECB may ask a contractor to provide the services in-house (i.e. on the ECB's premises in Frankfurt-on-Main) for a short period of time.

II.2) **Description**

II.2.1) **Title:**

The provision of translation services from Finnish into English
Lot No: 3

II.2.2) **Additional CPV code(s)**

79530000

II.2.3) **Place of performance**

NUTS code: FI

Main site or place of performance:

Contractor's premises.

II.2.4) **Description of the procurement:**

The ECB's English Translation and Editing Section (ETE) is looking for experienced translators to provide translation services from Finnish into English remotely.

In this invitation to tender (ITT), a reference to an 'external translator' includes freelance translators, translators who are staff employed by agencies, translators that are part of a temporary grouping and external translators that are, or may be, subcontracted by a tenderer for the purposes of this tender. Contractors will be requested to provide the services remotely.

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

Value excluding VAT: 40 000.00 EUR

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

The contract can be renewed once for 12 months. The maximum duration of the contract is thus 4 years.

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

II.2.13) **Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14) **Additional information**

Contractors will be requested to provide the services remotely. However, in very exceptional circumstances, the ECB may ask a contractor to provide the services in-house (i.e. on the ECB's premises in Frankfurt-on-Main) for a short period of time.

Section III: Legal, economic, financial and technical information

III.1) **Conditions for participation**

- III.1.1) **Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**
List and brief description of conditions:
As stated in the procurement documents.
- III.1.2) **Economic and financial standing**
Selection criteria as stated in the procurement documents
- III.1.3) **Technical and professional ability**
Selection criteria as stated in the procurement documents
- III.1.5) **Information about reserved contracts**
- III.2) **Conditions related to the contract**
- III.2.1) **Information about a particular profession**
- III.2.2) **Contract performance conditions:**
In line with the terms and conditions of the draft contract. See details in the procurement documents.
- III.2.3) **Information about staff responsible for the performance of the contract**

Section IV: Procedure

- IV.1) **Description**
- IV.1.1) **Type of procedure**
Open procedure
- IV.1.3) **Information about a framework agreement or a dynamic purchasing system**
The procurement involves the establishment of a framework agreement
Framework agreement with several operators
Envisaged maximum number of participants to the framework agreement: 4
- IV.1.4) **Information about reduction of the number of solutions or tenders during negotiation or dialogue**
- IV.1.6) **Information about electronic auction**
- IV.1.8) **Information about the Government Procurement Agreement (GPA)**
The procurement is covered by the Government Procurement Agreement: no
- IV.2) **Administrative information**
- IV.2.1) **Previous publication concerning this procedure**
- IV.2.2) **Time limit for receipt of tenders or requests to participate**
Date: 16/10/2017
- IV.2.3) **Estimated date of dispatch of invitations to tender or to participate to selected candidates**
- IV.2.4) **Languages in which tenders or requests to participate may be submitted:**
English
- IV.2.6) **Minimum time frame during which the tenderer must maintain the tender**
Duration in months: 6 (from the date stated for receipt of tender)
- IV.2.7) **Conditions for opening of tenders**
Date: 17/10/2017
Local time: 9:00
Place:
Frankfurt-on-Main, first available date.

Section VI: Complementary information

VI.1) **Information about recurrence**

This is a recurrent procurement: yes
Estimated timing for further notices to be published:
Every 4 years.

VI.2) **Information about electronic workflows**

VI.3) **Additional information:**

The procurement documentation can be downloaded from an Internet platform. If you are interested in participating in the procurement procedure, register via the Internet platform using the following Internet address, user name and password:

Internet address: <https://www.ecb.europa.eu/secure/procurement/>

User ID: 003474/LGS/ETE/2017

Password: 0BB890

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. Use the new user name and password to download the procurement documentation.

However, your mere registration and downloading the procurement documents does not constitute a tender. You must submit your tender in hard copy version to the ECB, on time, in the format requested and including the content as further instructed in the tender documentation.

Should you experience any problems in accessing the Internet platform for registration and/or downloading the documentation do not hesitate to contact the ECB under the following e-mail address: 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 response time. 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 procurement 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 procurement procedure is conducted in accordance with Decision (EU) 2016/245 of the European Central Bank of 9.2.2016 laying down the rules on procurement (ECB/2016/2), OJ L 45, 20.2.2016, p. 15 as amended available on the ECB website at <http://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html>

During the procurement procedure tenderers shall not contact any 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 review**

VI.4.1) **Review body**

Procurement Review Body of the European Central Bank, c/o Legal Advice Team
Sonnemannstraße 20
Frankfurt am Main
60314
Germany
Telephone: +49 6913440
Fax: +49 6913446886

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

VI.4.2) **Body responsible for mediation procedures**

European Ombudsman
1 avenue du Président Robert Schuman
Strasbourg
67001
France

VI.4.3) **Review procedure**

Precise information on deadline(s) for review procedures:

15 days from the receipt of the information specified in Article 34(3) of Decision (EU) 2016/245 of the European Central Bank of 9.2.2016 laying down the rules on procurement (ECB/2016/2) or, if no information is requested, 15 days from the receipt of the notification to unsuccessful tenderers. Further requirements are outlined in Article 39 of this Decision. A complaint to the European Ombudsman does not affect the deadline for lodging appeals.

VI.4.4) **Service from which information about the review procedure may be obtained**

Central Procurement Office
Sonnemannstraße 20
Frankfurt am Main
60314
Germany
Telephone: +49 6913440
Internet address:<http://www.ecb.europa.eu>

VI.5) **Date of dispatch of this notice:**

08/09/2017