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**Germany-Frankfurt am Main: Performance of Surveys on the Access to Finance of Enterprises (SAFE)
2022/S 020-045295**

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

Official name: European Central Bank
Postal address: Sonnemannstrasse 22
Town: Frankfurt am Main
NUTS code: DE712 Frankfurt am Main, Kreisfreie Stadt
Postal code: 60314
Country: Germany
Contact person: Central Procurement Office
E-mail: procurement@ecb.europa.eu
Telephone: +49 69/13440

Internet address(es):

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

I.1) Name and addresses

Official name: European Commission
Postal address: Rue de la Loi 170
Town: Brussels
NUTS code: BE100 Arr. de Bruxelles-Capitale / Arr. Brussel-Hoofdstad
Postal code: 1040
Country: Belgium
Contact person: European Commission
E-mail: grow-hr3@eu.europa.eu

Internet address(es):

Main address: www.ec.europa.eu

I.2) Information about joint procurement

The contract involves joint procurement
The contract is awarded by a central purchasing body

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html>

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:**

Performance of Surveys on the Access to Finance of Enterprises (SAFE)
Reference number: PRO-006299

II.1.2) **Main CPV code**

79310000 Market research services

II.1.3) **Type of contract**

Services

II.1.4) **Short description:**

The European Central Bank (the 'ECB') is, through this open tender procedure, seeking through this open procedure a supplier for the provision of services for the performance of Surveys on the Access to Finance of Enterprises ('SAFE') and intends to award a framework agreement (the 'Contract') to the supplier offering the best value for money. The ECB will award the Contract on its own behalf and for the benefit of the European Commission (the 'EC') which represents the European Union. The ECB and the EC may issue orders (specific agreements) under the contract for the performance of SAFE and may also request additional services for each order in accordance with the provisions of the contract.

II.1.5) **Estimated total value**

Value excluding VAT: 7 800 000.00 EUR

II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

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

79311000 Survey services
79311100 Survey design services
79311200 Survey conduction services
79311300 Survey analysis services

II.2.3) **Place of performance**

NUTS code: DE712 Frankfurt am Main, Kreisfreie Stadt

Main site or place of performance:

There is the possibility to perform the services mainly at the contractor's premises.

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

The European Central Bank (the 'ECB') is, through this open tender procedure, seeking through this open procedure a supplier for the provision of services for the performance of Surveys on the Access to Finance of Enterprises ('SAFE') and intends to award a framework agreement (the 'Contract') to the supplier offering the best value for money. The ECB will award the contract on its own behalf and for the benefit of the European Commission (the 'EC') which represents the European Union. The ECB and the EC may issue orders (specific agreements) under the contract for the performance of SAFE and may also request additional services for each Order in accordance with the provisions of the contract. It is envisaged that the contract will start in June 2022 and will be concluded for a period of four years. SAFE is a qualitative survey of firms with the purpose of

providing regular information on the financing conditions of micro, small and medium-sized enterprises (SMEs), as well as of some larger firms, in a certain number of countries.

The survey (hereinafter referred to as the 'wave (s)') shall be performed as detailed below:

- (a) the 'ECB waves' surveys ordered by the ECB and to be performed up to three times per year;
- (b) the 'Common waves' surveys ordered by the ECB and the EC and to be performed once a year, usually in September.

In particular, the contractor shall perform the following tasks:

- (a) have a coordination center and a network of members in place to perform the surveys;
- (b) update the questionnaire, verify the translation of the questionnaire in the EU countries and organise translation of the questionnaire in the required languages for non-EU countries;
- (c) ensure the representativity of the sample;
- (d) provide design weights;
- (e) perform the fieldwork (by successfully conducting the agreed number of interviews in the specific countries);
- (f) deliver raw and final data files;
- (g) provide technical reports and other written reports;
- (h) hold SAFE seminars for members of the network;
- (i) archive documentation relating to the performed surveys for audit purposes;
- (j) perform quality controls (for the interviewers, network members, during conducting the interviews and some specific verifications for the panel companies and questionnaires completed online);
- (k) optional work – provision of additional information originating from the sampling frame or use of a sampling frame specified by the ECB.

The work to be performed under the contract are further detailed in Annex 1 ('Tender Specifications') to the invitation to tender.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: 7 800 000.00 EUR

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

Duration in months: 48

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: no

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

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

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.2) **Conditions related to the contract**

III.2.3) **Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing 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 a single operator

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.2.2) **Time limit for receipt of tenders or requests to participate**

Date: 04/03/2022

Local time: 12:00

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: 9 (from the date stated for receipt of tender)

IV.2.7) **Conditions for opening of tenders**

Date: 07/03/2022

Local time: 10:00

Place:

ECB Headquarters, Frankfurt am Main, GERMANY.

Information about authorised persons and opening procedure:

The date indicated above in IV.2.7) is the first available date for the opening.

Opening is not open to the tenderers/externals.

Section VI: Complementary information

VI.1) **Information about recurrence**

This is a recurrent procurement: no

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

Electronic invoicing will be accepted

VI.3) **Additional information:**

The tender procedure is conducted via the ECB's electronic tendering system (e-tendering) which can be accessed via the following internet address: <http://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html> If you have not used the ECB's electronic tendering system before, you need to register via the above link (click on 'Register'). Subsequently to the registration, you will receive an automated notification with your user credentials to log in (click on 'Login') and to access the tender documentation.

Please note that:

— a registration to the above system is only required once and you can reuse your user credentials in all future procedures of the ECB which are conducted via the above system. Therefore, please keep your user credentials for the future, in case you should have participated in previous ECB tender procedure(s) in the past which were conducted via the ECB's prior online system, you

Nevertheless need to register once to the ECB's electronic tendering system under the above address;

— your mere registration does not constitute an application/tender. You must submit your application/tender via the ECB's electronic tendering system as further instructed in the application/tender documentation.

The system reference number for provision of services for performance of surveys on the access to finance of enterprises (SAFE) is: RFX-PT-2021-000104: PRO-006299-Fieldwork for SAFE

To download the tender documents, log on to the ECB's electronic tendering system with your login and password. Expand the field 'Public Tenders — Upcoming Events'. Click on 'Click to request an invitation to this event' for the above procedure and close the new window which opens. Once the request is completed (this can take a few minutes), the status of the participation request will change to 'Invited' and the RFX documentation will be accessible via the RFX tab.

Under the above link you also find user guides for detailed information on how to use the system and contact details for technical support.

Should you require technical help when using the system, please contact the ECB's technical support team at sourcing.support@ecb.europa.eu by quoting the reference number and the problem experienced. Any other queries relating to this procurement procedure and the content of the procurement documentation shall be submitted as message via the ECB's e-tendering system (under the tab 'Discussion')

The ECB endeavors to answer all queries as quickly as possible but cannot guarantee a minimum time response. The ECB shall not be bound to reply to queries received less than seven calendar days before the time-limit for the submission of tenders.

VI.4) **Procedures for review**

VI.4.1) **Review body**

Official name: Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postal code: 60314

Country: Germany

Telephone: +49 6913440

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

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

Official name: The European Ombudsman

Postal address: 1 avenue du Président Robert Schuman, CS 30403

Town: Strasbourg

Postal code: 67001

Country: France

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

Official name: Central Procurement Office
Postal address: Sonnemannstrasse 22
Town: Frankfurt am Main
Postal code: 60314
Country: Germany
E-mail: procurement@ecb.europa.eu
Telephone: +49 6913440
Internet address: <http://www.ecb.europa.eu>

VI.5) **Date of dispatch of this notice:**
18/01/2022