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**D-Frankfurt-on-Main: ECB - Provision of architectural and project management services
2011/S 201-326355**

Contract notice

Section I: Contracting authority

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

European Central Bank, attention: Mrs Katja Geiger, Kaiserstraße 29, 60311 Frankfurt-on-Main, GERMANY. Tel. +49 691344-0. 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).

I.2) Type of the contracting authority and main activity or activities:

European institution/agency or international organisation.

Economic and financial affairs.

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 architectural and project management services.

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

Services.

Service category: No 12.

Main place of performance: ECB, Frankfurt-on-Main.

NUTS code: DE712.

II.1.3) The notice involves:

A public contract.

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

The Premises Division (PRE) of the ECB is responsible for the planning and management of all construction- and refurbishment-related projects of the institution referring to its buildings currently in use. The ECB's architect in charge of these tasks requires external support. The ECB is therefore seeking for a service provider providing the tasks below.

In particular, the successful tenderer shall provide planning and project management services for small and medium-sized construction and refurbishment tasks. It is foreseen that services will be required for approximately 30 hours per week. For reasons of continuity, 1 of the proposed architects should execute the following tasks, whereas a second architect should be provided as back-up in case of sickness, holiday and

peak periods. As the nature of some of the services below requires on-site presence, the architect/s will be expected to deliver part of the services in the ECB premises (approximately 20 hours per week). The architect/s will also be expected to be available on short notice for attending meetings in the ECB premises.

The scope of services required includes the following:

- architectural planning and preparation of design sketches and plans in AutoCAD format,
- preparation of cost estimates, construction work schedules and specification of scope of necessary works,
- presentation of design proposals,
- coordination of amendments requested by the business areas in question,
- performance of call-off procedures from existing external supplier framework contracts,
- support in drafting tender specifications and criteria for specific work or trades,
- coordination and supervision of all contractors required to realise construction and refurbishment work,
- managing of smaller projects including cost, time and quality control and the coordination of all external parties involved, including local authorities, landlords, etc.,
- preparation and coordination of acceptance procedures,
- all tasks related to updating the building's documentation (plans, lists, etc.) related to a task or project and thereby ensuring its completeness and the handover to the landlord and PRE's operations team.

II.1.6) **Common procurement vocabulary (CPV):**
71200000.

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:**
No.

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

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

II.2.2) **Options:**
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 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:**

Information and formalities necessary for evaluating whether requirements have been met:

Pursuant to Article 24 of the ECB procurement rules (see point VI.3) the following shall apply:

The ECB shall exclude tenderers from participation in a tender procedure if they have been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, money laundering, involvement in a criminal organisation or any other illegal activity detrimental to the financial interests of the EU, of the ECB or of the NCBs.

The ECB may exclude tenderers from participation at any time if:

(a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning these matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

(b) they have been convicted of an offence concerning their professional conduct by a judgment which has the force of 'res judicata';

(c) they have been guilty of grave professional misconduct;

(d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they reside or with those of the country of the contracting authority or those of the country where the contract is to be performed;

(e) they have been declared by a court or an arbitration tribunal to be in serious breach of contract for failure to comply with their contractual obligations following another tender procedure;

(f) their management, staff or agents are subject to a conflict of interests;

(g) they are guilty of misrepresentation in supplying the information required by the ECB;

(h) they contact other tenderers with the purpose of restraining competition.

Tenderers must certify that they are not in any of the situations listed above by signing the tender and provide the evidence requested therein. In the case of groupings, all members must fulfil these conditions. If such circumstances arise in the course of the procedure, the tenderer concerned shall inform the ECB thereof without undue delay.

III.2.2) **Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met:

(a) The tenderers' economic and financial capacity will be assessed on the basis of their financial situation during the last 3 financial years (1. balance sheets or extracts from balance sheets for at least the last 3 financial years for which accounts have been closed, or equivalent documentation if the company law of the country where your company is established does not require you to publish the balance sheet; 2. statement of the annual overall turnover during the last 3 years).

Minimum level(s) of standards possibly required:

As a minimum, tenderers shall have had, in the last 3 financial years, an accumulated total net turnover of at least 750 000 EUR.

III.2.3) **Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:

As proof, tenderers shall fill in the information and submit the documents listed in the tender submission form (Annex 3) Sections 5.1 and 5.4.

Minimum level(s) of standards possibly required:

The tenderer has to have a minimum of 2 reference projects over the past 3 years, similar in scope and complexity to the contract tendered by the ECB, demonstrating the application of German building regulations and legislation.

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:**

Yes.

Reference to the relevant law, regulation or administrative provision:

Candidates must be authorised to use the professional title 'Architect' in line with the applicable regulations of their home State. In the event that the use of this professional title is not regulated in the relevant home State, the candidate must comply with the requirements stipulated in Articles 46–49 of Directive 2005/36 of 7.9.2005 on the recognition of professional qualifications (as amended).

III.3.2) **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.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.

1. Price. Weighting: 40 %.

2. Quality. Weighting: 60 %.

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

No.

IV.3) **Administrative information**

IV.3.1) **File reference number attributed by the contracting authority:**

19089/A/PRE/2011.

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

No.

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

Time limit for receipt of requests for documents or for accessing documents:

21.11.2011 (17:00).

Payable documents: no.

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

28.11.2011 (17:00).

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 tenders:**

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:**

No.

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

No.

VI.3) **Additional information:**

Applicable rules:

The tender procedure is conducted in accordance with the European Central Bank Decision ECB/2007/5 of 3.7.2007 laying down the rules on procurement (OJ L 184, 14.7.2007, p. 34), amended by Decision ECB/2009/2 (OJ L 51, 24.2.2009, p. 10) and Decision ECB/2010/8 (OJ L 238, 9.9.2010, p. 14), all published on <http://www.ecb.europa.eu/ecb/proc/tenders/html/index.en.html>

Contract:

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

Exclusion from the tender procedure:

The ECB may, at its own discretion, exclude candidates from the tender who do not comply with the requirements and conditions set out in the tender submission form and contract notice or do not provide the information requested.

Cancellation of the tender procedure:

The ECB reserves the right to cancel the tender procedure as a whole or in parts. The decision will take into account the principles of transparency, equal access, publicity and equal treatment.

Liability and compensation:

The ECB will not be liable for any costs, nor shall it reimburse any expenses or losses that candidates incur in connection with the submission of their proposals, including in the event of a cancellation. Proposals received will not be returned and will remain the property of the ECB.

General information:

The deadline for questions or requests for clarification relating to the invitation to tender from tenderers shall be 7 days prior to the deadline for receipt of tenders.

Tenders and all supporting documents must be priced in euro and all contract payments will be made in euro.

— All communications, discussions and meetings will be conducted in English and no interpretation facilities will be provided. Tenderers are also informed that presentations and/or site visits may be required to confirm information contained in their offers.

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:**

7.10.2011.