ECB - letting services of short-stay furnished accommodation (D-Frankfurt-on-Main) 2005/S 186-182960

Contract notice

Services

Is this contract covered by the Government Procurement Agreement (GPA)? No.

Section I: Contracting authority

1.1) Official name and address of the contracting authority:

European Central Bank, attn: Mr Manfred Spieler, Postfach 160319, D-60066 Frankfurt am Main. Tel. (49-69) 13 44 75 55. Fax (49-69) 13 44 75 03. E-mail: procurement@ecb.int. URL: http://www.ecb.int.

1.2) Address from which further information can be obtained:

As in I.1.

1.3) Address from which documentation may be obtained:

As in I.1.

1.4) Address to which tenders/requests to participate must be sent:

As in I.1.

1.5) Type of contracting authority:

EU institution.

Section II: Object of the contract

- II.1) Description
- II.1.1) Type of works contract
- II.1.2) Type of supplies contract
- II.1.3) Type of service contract:

Service category 55.

II.1.5) Title attributed to the contract by the contracting authority:

Negotiated tender for the provision of temporary accommodation for the staff of the European Central Bank.

II.1.6) **Description/object of the contract:**

It is the intention of the European Central Bank (hereinafter ECB), using a negotiated tender procedure, to appoint one or several contractors that shall provide temporary accommodation for ECB staff members according to the conditions contained in the contract documentation and related annexes.

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

D-Frankfurt am Main.

NUTS code: DE 712.

II.1.8) Nomenclature

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II.1.8.1) Common procurement vocabulary (CPV):

55250000.

II.1.8.2) Other relevant nomenclature (CPA/NACE/CPC):

64 193.

II.1.9) Division into lots:

Nο

II.1.10) Will variants be accepted:

Yes, with the limitations indicated in the contract documents.

II.2) Quantity or scope of the contract

II.2.1) Total quantity or scope:

The ECB seeks to offer accommodation in a boarding house with well-furnished rooms with kitchenette, TV and washing machine available to its new members of staff hired from all EU Member States.

The applicants should offer accommodation located in Frankfurt am Main in order to minimize the distance to the ECB. The applicants must have the capacity to provide the ECB with a contingent of at least 20 similar apartments, which should consist of 1 to 2 rooms with a minimum size of 23 square meters and include cooking facilities and bathroom. The apartments must be furnished including bed linen, towels and crockery. In-house laundry facilities should be available, i.e. washing machines and dryers. The staff of the applicants should be on-site and present or at least reachable 24 hours a day to assist the ECB staff members and provide them with room keys upon arrival. The staff of the applicants must have sufficient proficiency in English to communicate with the ECB staff members.

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

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

Starting 1.4.2006 and ending 31.3.2009.

The contract shall be valid for a period of 3 years with fixed rates and with the possibility of the ECB extending the contract for a further period of up to 2 years.

Section III: Legal, economic, financial and technical information

III.1) Conditions relating to the contract

III.1.1) Deposits and guarantees required

III.1.2) Main terms of financing and payment and/or reference to the relevant provisions

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 temporary groupings of companies is allowed. In the application, all the 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.

The parts of the supplies and/or services that will be performed by the single companies shall be specified.

III.2) Conditions for participation

The application shall be submitted in accordance with the instructions given in the application form prepared by the ECB. The application form can be obtained from the address indicated above (I.1). This application form and

its tender clauses shall be considered as part of the tender documentation.

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

III.2.1.1) Legal position — means of proof required:

- (a) the tenderer's address, telephone number and fax number. Copies of original documents proving the legal status, place of registration and/or registered office and, if different, the main place of business of the tenderer;
- (b) a statement of all legal claims pending against the tenderer (the legal entity or partnership) and a statement of all suits and/or pending claims settled out of court in the last 3 years;
- (c) a certificate or similar document issued by the appropriate authority certifying that the tenderer has fulfilled its obligation to pay social security contributions and taxes, in accordance with the legal provisions of the country in which it is established.
- (d) specification concerning the tenderer's background and profile together with an organisation chart showing the company structure, including branch offices and partnerships.

III.2.1.2) Economic and financial capacity — means of proof required:

- (a) statement of the tenderer's overall turnover and a statement of turnover for the last 3 financial years for the type of service involved in this contract;
- (b) copies of the tenderer's audited accounts and balance sheets for the last 3 financial years, or extracts therefrom, demonstrating the tenderer's financial position.

III.2.1.3) Technical capacity — means of proof required:

- (a) detailed description of similar contracts undertaken in the last 3 years. Specific references should be made to the type of services required under the scope of this contract notice;
- (b) details of the average number of employees and the number of managers employed for each of the last 3 years. Location, organisation and staffing of the apartment/boarding house that would be responsible for the execution of the contracted services;
- (c) licence from the local authorities to provide professionally the required temporary accommodation and related services.

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:

Negotiated.

IV.1.1) Have candidates already been selected?

No.

IV.1.2) Justification for the choice of accelerated procedure

IV.1.3) Previous publication concerning the same contract

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IV.1.3.1) Prior information notice concerning the same contract

IV.1.3.2) Other previous publications

Envisaged number of suppliers which will be invited to tender:

Minimum: 3; maximum: 7.

IV.2) Award criteria:

The criteria for the selection of suppliers to tender are as follows:

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

- IV.3) **Administrative information**
- IV.3.1) Reference number attributed to the file by the contracting authority
- IV.3.2) Time limit for receipt of tenders or requests to participate: 24.10.2005 (12.00).
- IV.3.3) Dispatch of invitations to tender to selected candidates
- IV.3.4) Language or languages in which tenders or requests to participate can be drawn up: English.
- IV.3.5) Minimum time frame during which the tenderer must maintain its tender: 6 months from the deadline stated for receipt of tenders .
- IV.3.6) **Conditions for opening tenders**
- IV.3.6.1) Persons authorised to be present at the opening of tenders
- IV.3.6.2) Date, time and place

Section VI: Other information

- VI.1) Is this notice a non-mandatory one?
- VI.2) If applicable, indicate whether this procurement is a recurrent one and the estimated timing for further notices to be published:
- VI.3) Does the contract relate to a project/programme financed by EU funds? No.
- VI.4) **Additional information**
- VI.5) Date of dispatch of this notice: 15.9.2005.