

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:49175-2016:TEXT:EN:HTML>

**Latvia-Riga: Provision of professional event organisation services for BEREC and BEREC Office events
2016/S 031-049175**

Contract award notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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

Office of the Body of European Regulators for Electronic Communications (BEREC Office)
Z. A. Meierovica bulv. 14, 2nd floor
For the attention of: Michele Marco Chiodi
Riga, LV-1050
LATVIA
Telephone: +371 66117583
E-mail: procurement@berec.europa.eu

Internet address(es):

General address of the contracting authority: <http://berec.europa.eu>

I.2) Type of the contracting authority

European institution/agency or international organisation

I.3) Main activity

General public services

I.4) Contract award on behalf of other contracting authorities

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

Provision of professional event organisation services for BEREC and BEREC Office events.

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

Services
Service category No 27: Other services
NUTS code LV006

II.1.3) Information about a framework agreement or a dynamic purchasing system (DPS)

The notice involves the establishment of a framework agreement

II.1.4) Short description of the contract or purchase(s)

The objective of the contracts is to acquire high-level professional conference organiser services to support the BEREC Office.

The FWC(s) will be concluded for an initial duration of 1 year from the date of their signature. The FWC(s) shall be renewed up to 3 times under the same conditions, unless written notification to the contrary is sent by one of the contracting parties in accordance with the provisions set out in the FWC.

The tasks to be performed by the contractors may include the following services:

- event management,
- venue selection and reservation,
- selection and block-booking of accommodation for the event participants,
- selection and reservation of restaurants,
- selection and ordering of catering services,
- organisation of social/cultural programme for the event,
- providing branding and visual identity of the event, including graphic design,
- hiring the necessary technical equipment, if not available at the venue, including provision of all necessary logistics and telecommunication services,
- selection and ordering of printing, copying and scanning services,
- selection and ordering of photographic and audio-video services, including streaming, recording and editing of the photo and audio-video materials,
- selection and organisation of transport/transfer services,
- selection and hiring of speakers, moderators and/or trainers for the events,
- selection and organisation of translation and/or interpreting services, including sign interpretation,
- selection and organisation of note-taking services or services for drafting event documents,
- selection and organisation of communication/public relations services, including organisation of campaigns for raising public awareness, public debriefings, public hearings, public consultations or other public events,
- collection, compilation and distribution of documents, including using specific IT tools,
- collecting and processing the applications for reimbursement of travel, subsistence and other expenses incurred in the course of journeys made by persons attending BEREC and BEREC Office events,
- any other support services related to the events organised by the BEREC Office,
- provision of temporary service staff for event organisation, including event assistants,
- conducting surveys/market research about potential events which the contracting authority may (co-)organise.

II.1.5) **Common procurement vocabulary (CPV)**
63000000, 79410000, 79530000, 79540000, 79800000, 79421000, 55120000, 55300000

II.1.6) **Information about Government Procurement Agreement (GPA)**
The contract is covered by the Government Procurement Agreement (GPA): no

II.2) **Total final value of contract(s)**

II.2.1) **Total final value of contract(s)**
Value: 3 000 000 EUR
Excluding VAT

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
1. Quality. Weighting 70
2. Price. Weighting 30

IV.2.2) **Information about electronic auction**
An electronic auction has been used: no

IV.3) **Administrative information**

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

2015-BEREC-OT-01.

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

no

Section V: Award of contract

Contract No: BEREC/2016/01

V.1) **Date of contract award decision:**

8.1.2016

V.2) **Information about offers**

Number of offers received: 7

V.3) **Name and address of economic operator in favour of whom the contract award decision has been taken**

SIA Latvia Tours

Riga, LV-1050

LATVIA

V.4) **Information on value of contract**

Total final value of the contract:

Value: 3 000 000 EUR

Excluding VAT

V.5) **Information about subcontracting**

The contract is likely to be sub-contracted: no

Contract No: BEREC/2016/02

V.1) **Date of contract award decision:**

8.1.2016

V.2) **Information about offers**

Number of offers received: 7

V.3) **Name and address of economic operator in favour of whom the contract award decision has been taken**

IBF International Consulting

avenue Louise 209 A

1050 Brussels

BELGIUM

V.4) **Information on value of contract**

Total final value of the contract:

Value: 3 000 000 EUR

Excluding VAT

V.5) **Information about subcontracting**

The contract is likely to be sub-contracted: no

Contract No: BEREC/2016/03

V.1) **Date of contract award decision:**

8.1.2016

V.2) **Information about offers**

Number of offers received: 7

V.3) **Name and address of economic operator in favour of whom the contract award decision has been taken**

SIA Ideju Instituts
Barona Iela 36-7
Riga, LV-1011
LATVIA

V.4) **Information on value of contract**

Total final value of the contract:
Value: 3 000 000 EUR
Excluding VAT

V.5) **Information about subcontracting**

The contract is likely to be sub-contracted: no

Section VI: Complementary information

VI.1) **Information about European Union funds**

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

VI.2) **Additional information:**

VI.3) **Procedures for appeal**

VI.3.1) **Body responsible for appeal procedures**

General Court
rue du Fort Niedergrünwald
2925 Luxembourg
LUXEMBOURG
E-mail: generalcourt.registry@curia.europa.eu
Telephone: +352 4303-1
Internet address: <http://curia.europa.eu>
Fax: +352 4303-2100

VI.3.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification of the plaintiff, or, in the absence thereof, on the day on which it came to the knowledge. A complaint to the European Ombudsman does not have an effect either to suspend this period or to open a new period for lodging appeals.

VI.3.3) **Service from which information about the lodging of appeals may be obtained**

Office of the Body of European Regulators for Electronic Communications (BEREC Office)
Zigfrida Meierovica 14
Riga, LV-1050
LATVIA
E-mail: procurement@berec.europa.eu
Telephone: +371 66117590
Internet address: <http://berec.europa.eu>

VI.4) **Date of dispatch of this notice:**

3.2.2016