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**Malta-Valletta: Event organisation services  
2013/S 152-263736**

**Contract notice**

**Services**

Directive 2004/18/EC

**Section I: Contracting authority**

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

European Asylum Support Office (EASO)  
MTC Block A, Winemakers Wharf, Grand Harbour  
For the attention of: Procurement and Contracts Sector  
Valletta  
MRS 1917  
MALTA  
E-mail: [contracts@easo.europa.eu](mailto:contracts@easo.europa.eu)

**Internet address(es):**

General address of the contracting authority: <http://easo.europa.eu/>  
Electronic access to information: <http://easo.europa.eu>

**Further information can be obtained from:** The above mentioned contact point(s)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:** The above mentioned contact point(s)

**Tenders or requests to participate must be sent to:** The above mentioned contact point(s)

**I.2) Type of the contracting authority**

European institution/agency or international organisation

**I.3) Main activity**

Other: Asylum support.

**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 by the contracting authority:**

Event organisation services.

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

Services

Service category No 27: Other services

Main site or location of works, place of delivery or of performance: Valletta/Floriana and St Julians/Sliema/  
Msida/Gzira areas in Malta.

NUTS code MT001

**II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)**

The notice involves the establishment of a framework agreement

- II.1.4) **Information on framework agreement**  
Framework agreement with a single operator  
**Duration of the framework agreement**  
Duration in months: 48  
**Estimated total value of purchases for the entire duration of the framework agreement**  
Estimated value excluding VAT: 120 000 EUR
- II.1.5) **Short description of the contract or purchase(s)**  
Provision of conference facilities and related services in Malta.
- II.1.6) **Common procurement vocabulary (CPV)**  
79952000, 55520000
- II.1.7) **Information about Government Procurement Agreement (GPA)**  
The contract is covered by the Government Procurement Agreement (GPA): no
- II.1.8) **Lots**  
This contract is divided into lots: no
- II.1.9) **Information about variants**  
Variants will be accepted: no
- II.2) **Quantity or scope of the contract**
- II.2.1) **Total quantity or scope:**  
Framework contract of 24 months with the possibility of renewal 1 time for 24 months.  
Estimated value excluding VAT: 120 000 EUR
- II.2.2) **Information about options**  
Options: no
- II.2.3) **Information about renewals**  
This contract is subject to renewal: yes  
Number of possible renewals: 1  
In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:  
in months: 24 (from the award of the contract)
- 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:**  
Not applicable.
- III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**  
As stated in the tender documents.
- III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**  
As stated in the tender documents.
- III.1.4) **Other particular conditions**  
The performance of the contract is subject to particular conditions: 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 if the requirements are met: As stated in the tender documents.
- III.2.2) **Economic and financial ability**  
Information and formalities necessary for evaluating if the requirements are met: As stated in the tender documents.  
Minimum level(s) of standards possibly required: As stated in the tender documents.
- III.2.3) **Technical capacity**  
Information and formalities necessary for evaluating if the requirements are met:  
As stated in the tender documents.  
Minimum level(s) of standards possibly required:  
As stated in the tender documents.
- III.2.4) **Information about reserved contracts**
- III.3) **Conditions specific to services contracts**
- III.3.1) **Information about a particular profession**  
Execution of the service is reserved to a particular profession: no
- III.3.2) **Staff responsible for the execution of the service**  
Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service: no

#### **Section IV: Procedure**

- IV.1) **Type of procedure**
- IV.1.1) **Type of procedure**  
Open
- IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate**
- IV.1.3) **Reduction of the number of operators during the negotiation or dialogue**
- IV.2) **Award criteria**
- IV.2.1) **Award criteria**  
Lowest price
- IV.2.2) **Information about electronic auction**  
An electronic auction will be used: no
- IV.3) **Administrative information**
- IV.3.1) **File reference number attributed by the contracting authority:**  
ESO/2013/121.
- IV.3.2) **Previous publication(s) concerning the same contract**  
no
- IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document**
- IV.3.4) **Time limit for receipt of tenders or requests to participate**  
16.9.2013 - 16:00
- IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**
- IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**

Any EU official language

IV.3.7) **Minimum time frame during which the tenderer must maintain the tender**

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

IV.3.8) **Conditions for opening of tenders**

Date: 23.9.2013 - 15:00

Place:

European Asylum Support Office, MTC Block A, Winemakers Wharf, Grand Harbour, Valletta MRS 1917, MALTA.

Persons authorised to be present at the opening of tenders: yes

Additional information about authorised persons and opening procedure: An authorised representative for each tenderer, notified in advance to EASO.

**Section VI: Complementary information**

VI.1) **Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 4 years.

VI.2) **Information about European Union funds**

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

VI.3) **Additional information**

VI.4) **Procedures for appeal**

VI.4.1) **Body responsible for appeal procedures**

General Court of the European Union

rue du Fort Niedergrünwald

2925 Luxembourg

LUXEMBOURG

E-mail: [generalcourt.registry@curia.europa.eu](mailto:generalcourt.registry@curia.europa.eu)

Telephone: +352 4303-1

Internet address: <http://curia.europa.eu>

VI.4.2) **Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of 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.4.3) **Service from which information about the lodging of appeals may be obtained**

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

26.7.2013