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Germany-Frankfurt-am-Main: ECB - Provision of Consultancy Services for the Maintenance and Development of the ECB's Environmental Management System 2020/S 085-200089

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 Postal code: 60314 Country: Germany

Contact person: Central Procurement Office

E-mail: procurement@ecb.europa.eu

Fax: +49 69/13447110 Internet address(es):

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

1.2) Information about joint procurement

1.3) Communication

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

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: http://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html

Tenders or requests to participate must be submitted to the abovementioned address

1.4) Type of the contracting authority

European institution/agency or international organisation

1.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Provision of Consultancy Services for the Maintenance and Development of the ECB's Environmental

Management System

Reference number: PRO-005188

II.1.2) Main CPV code

30/04/2020 S85 https://ted.europa.eu/ TED 90713000

II.1.3) Type of contract

Services

II.1.4) Short description:

The ECB is looking for suitable candidates to participate in a tender for the provision of consultancy services for the ECB's environmental management system (EMS). Tasks shall include (but not limited to) administration, maintenance, facilitation and development of the ECB's EMS, with the guidance of the Environmental Officer and the Green ECB team. The successful provider shall, in particular, ensure the effective coordination and timely delivery of the tasks and processes related to the successful re-certification of the management system, in accordance with the relevant Standards (i.e. EMAS and EN ISO 14001) in their most up-to-date releases. Furthermore, the successful candidate shall further develop the EMS and related processes in alignment with the organizational context, its material aspects and stakeholder expectations. In addition, the Candidates shall be able to provide all communication services and activities related to the organization's Green ECB related initiatives.

II.1.5) Estimated total value

Value excluding VAT: 800 000.00 EUR

II.1.6) Information about lots

This contract is divided into lots: no

- II.2) Description
- II.2.1) **Title:**
- II.2.2) Additional CPV code(s)

90710000

II.2.3) Place of performance

NUTS code: DE7

II.2.4) Description of the procurement:

The ECB currently occupies its own premises in the Ostend district (i.e. main building) and two rented high rise buildings in the center of Frankfurt am Main (i.e. the Eurotower and Japan Center), accommodating a total of approximately 5,400 workplaces which also include non-ECB staff. These premises mainly provide for office space, conference and meeting facilities and also host computer rooms, a library, two medical centers, staff canteens and sport facilities.

The ECB's EMS has been designed with the scope of activities taking place at the ECB's premises in Frankfurt-am-Main. It follows the international standards of ISO 14001:2015 and of the Regulation (EC) No 1221/2009 as amended by Commission Regulation (EU) 2017/1505 of the European Parliament and of the Council on the voluntary participation by organizations in a Community eco-management and audit scheme (EMAS). The aim of the contract will be to ensure continuous improvement and increase in ECB's environmental performance, as required by the relevant standards, the organizational objectives, its context and stakeholders' expectations. In addition, the successful candidate shall ensure the provision of all communication, awareness raising and engagement services and deliverables related to the organization's environmental management activities (e.g. the conceptualization, delivery and implementation of the supporting communication and awareness raising activities) that are needed for the successful EMS re-certification and for securing active employee engagement in the achievement of the ECB environmental objectives and fulfillment of related measures. Professional and high-quality communication, engagement and outreach activities and a high level of expertise in the field are required.

The works and services are split into two work packages and Candidates must be able to provide both:

- Work package 1: works and services for the maintenance and development of recurrent tasks related to the EMS;
- Work package 2: works and services related to internal and external environmental communication, engagement and staff awareness raising activities.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: 800 000.00 EUR

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Upon satisfactory performance, the contract may be extended by 12 months. The total contract duration shall not exceed 4 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Objective criteria for choosing the limited number of candidates:

Candidates will be ranked based on their previous experience and reference contracts, as stated in the tender documentation.

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: no

II.2.12) Information about electronic catalogues

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

As stated in the procurement documents.

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.1.5) Information about reserved contracts

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

III.2.2) Contract performance conditions:

In line with the terms and conditions of the draft contract. See details in the procurement documents.

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

Competitive procedure with negotiation

- IV.1.3) Information about a framework agreement or a dynamic purchasing system
- IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue
- IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

- IV.1.6) Information about electronic auction
- 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.2.1) Previous publication concerning this procedure
- IV.2.2) Time limit for receipt of tenders or requests to participate

Date: 22/05/2020 Local time: 12:00

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: 07/06/2020

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

IV.2.7) Conditions for opening of tenders

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:

This 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 the above procurement is: RFx RFX-PT-2020-000020: PRO-005188-R1-Maintenance& develop. EMS

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.

The tender procedure shall be open on equal terms to all natural or legal persons resident or located in the European Union and to all natural and legal persons resident or located in a country which has ratified the World Trade Organization Agreement on Government Procurement or has concluded with the European Union a bilateral agreement on procurement under the conditions laid down in the said agreements.

The tender procedure is conducted in accordance with ECB Decision 2016/2 laying down the Rules on Procurement (as amended), available on the ECB website at http://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html.

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 20

Town: Frankfurt-am-Main Postal code: 60314 Country: Germany Telephone: +49 6913440

Fax: +49 6913446886

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 Cedex Postal code: 67001 Country: France

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

15 days from the receipt of the information specified in Article 34(3) of ECB Decision 2016/2 laying down the Rules on Procurement or, if no information is requested, 15 days from the receipt of the notification to unsuccessful tenderers. Further requirements are outlined in Article 39 of this Decision. A complaint to the European Ombudsman does not affect the deadline for lodging appeals.

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

Official name: Central Procurement Office of the European Central Bank

Postal address: Sonnemannstrasse 22

Town: Frankfurt-am-Main Postal code: 60314 Country: Germany

E-mail: procurement@ecb.europa.eu

Telephone: +49 6913440 Fax: +49 6913447110

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

VI.5) Date of dispatch of this notice:

20/04/2020