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**Germany-Frankfurt am Main: ECB - Provision of Transportation
Services and Temporary executive Chauffeur Services
2018/S 247-566782**

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

European Central Bank
Sonnemannstrasse 22
Frankfurt am Main
60314
Germany
Contact person: Central Procurement Office
E-mail: procurement@ecb.europa.eu
Fax: +49 69/13447110
NUTS code: DE712

Internet address(es):

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

I.2) Information about joint procurement

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.ecb.europa.eu/secure/procurement/>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted to the abovementioned address

I.4) Type of the contracting authority

European institution/agency or international organisation

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Provision of Transportation Services and Temporary executive Chauffeur Services
Reference number: PRO-003792

II.1.2) Main CPV code

60170000

II.1.3) Type of contract

Services

II.1.4) **Short description:**

The ECB requires transportation services by vehicles of different sizes and chauffeur services with ECB vehicles to ensure the mobility of its staff and of its high level visitors. The services tendered in this procedure are divided into 2 lots.

In Lot 1 (Transportation Services), the ECB is looking for a service provider to supply the 3 types of transportation services with a suitable fleet of vehicles and a pool of appropriately trained and experienced drivers.

- Service 1: Transportation of ECB staff by bus,
- Service 2: Shuttle service between ECB buildings for ECB staff,
- Service 3: Pre-booked cars with chauffeur for executives.

Lot 2 consists in the deployment of professional drivers to the ECB on the basis of temporary labor (Arbeitnehmerüberlassung) as executive chauffeurs for ECB owned cars and minivans.

For each lot, the ECB aims to award a framework agreement with a duration of 4 years.

II.1.5) **Estimated total value**

Value excluding VAT: 2 700 000.00 EUR

II.1.6) **Information about lots**

This contract is divided into lots: yes
Tenders may be submitted for all lots

II.2) **Description**

II.2.1) **Title:**

Passenger Transportation Services
Lot No: 1

II.2.2) **Additional CPV code(s)**

60172000
60130000
60140000
60171000

II.2.3) **Place of performance**

NUTS code: DE7

II.2.4) **Description of the procurement:**

The Contractor will be responsible for the coordination and planning of the three types of transport services detailed hereafter. He will follow-up the correct delivery of the services and ensure a smooth communication with the different stakeholders at the ECB.

(a) Service 1: Transportation of ECB staff by bus:

This service typically consists of driving groups of 10-50, occasionally up to 200 persons, from the three ECB buildings in Frankfurt am Main mostly to destinations within the Rhine-Main area (but also sometimes to farther destinations such as for example Strasbourg or Luxembourg) and back, either on the same day or on a different day. As an average 120 bookings are made per year (resulting in approx. 240 single journeys). In general, the services are required on weekdays during office hours and only exceptionally at night or during weekends.

(b) Service 2: Shuttle service between ECB buildings for ECB staff:

This service consists of the provision of sprinters or minibuses including drivers for transfer services between the ECB buildings in Frankfurt am Main. Currently, 2 x 16-seater sprinters are travelling on a continuous basis according to a fixed schedule from Monday to Friday (except on Hessian public holidays and ECB public

holidays) from 8:10 to 18:40 between the ECB Main Building on Sonnemannstrasse and the Eurotower on Kaiserstrasse.

(c) Service 3: Pre-booked cars with chauffeur for executives:

The ECB regularly requires pre-booked cars with chauffeur for the transfer of its high level visitors between the Frankfurt airport, hotels in the Frankfurt area and the ECB buildings in Frankfurt am Main. During the bi-weekly ECB events, an average of 50 single transfers by car as well as around 10 shuttle transfers by minivan or sprinter are required over 2-3 days. Regularly during ECB events, several and up to 8 vehicles are needed in parallel. It should be noted that the ECB may require these transfer services at short notice, within 30 minutes of ordering on weekdays (between 6:00 — 20:00) or 1 hour during week-ends/public holidays and outside office hours. Whereas the majority of the requirements will consist of short drives in the wider area of Frankfurt am Main as described above, occasionally longer trips, including to other European countries (such as Belgium, Luxembourg, Switzerland), may be required. Although the services are mainly required during weekdays, they shall be available also on public holidays, during weekends and at night.

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: 2 200 000.00 EUR

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

Duration in months: 48

This contract is subject to renewal: no

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:

For Lot 1, the following criteria will be evaluated:

Vehicle fleet: size, age, outer appearance, interior equipment and comfort: 30 %.

Human resources: experience, qualification/training and demonstrated language skills of the drivers: 45 %.

Candidate's general experience and expertise, assessed on the basis of the reference contracts over the last 3 years which are comparable in terms of scope, size and complexity with the contract tendered by the ECB: 15 %.

Company quality assurance standards: 10 %.

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**

II.2) **Description**

II.2.1) **Title:**

Temporary Executive Chauffeur Services

Lot No: 2

II.2.2) **Additional CPV code(s)**

79620000

II.2.3) **Place of performance**

NUTS code: DE7

II.2.4) **Description of the procurement:**

The ECB employs a team of executive drivers at the service of its management board and its high level guests. By deploying executive chauffeurs to the ECB on the basis of temporary labor (Arbeitnehmerüberlassung), the successful tenderer's staff will complement the ECB executive drivers' team in periods of high demand, such as during the bi-weekly ECB events, or act as replacement of ECB drivers during their absence. The executive chauffeurs will drive ECB owned cars and minivans. Executive chauffeurs are needed on an hourly basis or for full days for periods generally ranging from half days to several days (such as during the bi-weekly ECB-events) or for 1 or several weeks (such as during holiday periods — Christmas, Easter, summer). Up to 3 executive chauffeurs could be needed at a time. Although the services are mainly required during weekdays and during office hours, they shall be available also on public holidays, during weekends and at night. Driving services may include longer trips also to cities outside Germany, in particular Brussels, Luxembourg, Strasbourg or Geneva. It should be noted that the executive chauffeur services can be required at short notice, within 2 hours of ordering on weekdays (between 6:00 — 20:00) or 4 hrs during week-ends/public holidays as well as outside office hours. Under the framework agreement for Lot 2, the ECB will use a pool of approx. 6 executive chauffeurs who would each be available for a maximum period of 9 months upon ordering and irrespective of the number and duration of assignments). Depending on the ECB's needs, the pool of executive chauffeurs may need to rotate or a cool-off period may be required.

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: 500 000.00 EUR

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

Duration in months: 48

This contract is subject to renewal: no

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:

For Lot 2, the following criteria will be assessed:

Human resources: experience, qualification/training and demonstrated language skills of the drivers: 45 %

Candidate's general experience and expertise, assessed on the basis of the reference contracts over the last three years which are comparable in terms of scope, size and complexity with the contract tendered by the ECB: 45 %.

Company quality assurance standards: 10 %.

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**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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: 14/01/2019

Local time: 18:00

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

Date: 11/02/2019

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:**

The procurement documentation can be downloaded from an Internet platform. If you are interested to participate in the procurement procedure you must register via the Internet platform using the following Internet address, user name and password:

Internet address: <https://www.ecb.europa.eu/secure/procurement/>

User name: 003792/A/ADS/2018

Password: D580EA

Please note that the user credentials are specific only for the above procedure. Therefore, you need to register, irrespective of whether you have participated in previous ECB's tender procedures in the past.

After you have registered, an email will be sent to you with a new user name and password dedicated for this tender procedure. Use the new user name and password to download the procurement documentation from the above URL internet address.

Your mere registration and downloading the procurement documents does not constitute an application. You must submit your application in hard copy version to the ECB, on time, in the format requested and including the content as further instructed in the application documentation.

Should you experience any problems in accessing the Internet platform for registration and/or downloading the documentation, please do not hesitate to contact the ECB under the following email address:

procurement@ecb.europa.eu quoting the procurement number and the problem experienced.

The ECB shall endeavor to answer all queries concerning access as quickly as possible but cannot guarantee a minimum time response. The ECB shall not be bound to reply to queries received less than 7 calendar days before the time-limit for the submission of applications.

The procurement 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 procurement procedure is conducted in accordance with Decision ECB/2016/2 of 9.2.2016 laying down the rules on procurement, OJ L 45, 20.2.2016, p. 15 as amended available on the ECB website at <http://www.ecb.europa.eu/ecb/jobsproc/tenders/html/index.en.html>

During the procurement procedure, tenderers shall not contact any other ECB staff members or organizations/ persons working for the ECB with regard to this tender procedure than the person indicated in Section I.1).

Tenderers shall also not contact potential competitors unless they intend to form a temporary grouping with them or to involve them as subcontractors. Any violation of this communication rule may lead to the exclusion of the Tenderer in question.

VI.4) **Procedures for review**

VI.4.1) **Review body**

Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Sonnemannstrasse 22
Frankfurt am Main
60314
Germany
Telephone: +49 6913440
Fax: +49 6913446886
Internet address: <http://www.ecb.europa.eu>

VI.4.2) **Body responsible for mediation procedures**

The European Ombudsman
1 avenue du Président Robert Schuman, CS 30403
Strasbourg Cedex
67001
France

VI.4.3) **Review procedure**

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

Central Procurement Office of the European Central Bank
Sonnemannstrasse 22
Frankfurt am Main
60314
Germany
Telephone: +49 6913440
E-mail: procurement@ecb.europa.eu
Fax: +49 6913447110
Internet address: <http://www.ecb.europa.eu>

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

12/12/2018