
**D-Frankfurt-on-Main: ECB - restricted tender procedure for the provision of catering services to the ECB
(D-Frankfurt-on-Main)
2004/S 124-104413**

Contract Notice

Services

Is this contract covered by the Government Procurement Agreement (GPA)? Yes

Section I: Contracting authority

I.1) Official name and address of the contracting authority:

European Central Bank, Att.: Alberto Molon, Kaiserstrasse 29, D-60311 Frankfurt am Main . Tel.: +49 69 1344 8780. Fax: +49 69 1344 7503. E-mail: alberto.molon@ecb.int.

I.2) Address from which further information can be obtained:

As in I.1).

I.3) Address from which documentation may be obtained:

As in I.1).

I.4) Address to which tenders/requests to participate must be sent:

As in I.1).

I.5) Type of contracting authority:

EU institution.

Section II: Object of the contract

II.1) Description

II.1.1) Type of works contract (in case of works contract)

II.1.2) Type of supplies contract (in case of supplies contract)

II.1.3) Type of service contract (in case of service contract)

II.1.4) Is it a framework agreement?

No.

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

Restricted tender procedure for the provision of catering services to the ECB.

II.1.6) Description/object of the contract:

It is the intention of the European Central Bank (hereinafter 'ECB'), using a restricted tender procedure, to appoint a contractor who will provide daily catering, beverages and related services for the ECB staff and their guests, according to the conditions contained in the Invitation to Tender and related annexes.

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

Frankfurt am Main, Germany.

NUTS Code: DE712.

II.1.8) Nomenclature

II.1.8.1) Common Procurement Vocabulary (CPV):

55500000; 55520000; 55511000.

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

II.1.9) Division into lots:

No.

II.1.10) Will variants be accepted (where applicable):

Yes.

II.2) Quantity or scope of the contract

II.2.1) Total quantity or scope:

The ECB has three main premises (the Eurotower, the Eurotheum and the Commerzbank) in close proximity to one another in central Frankfurt. Of the more than 1 200 members of staff drawn from the 25 EU Member States, some 800 regularly use the discounted lunch facilities made available by the bank. On account of its role in the European System of Central Banks, the ECB also receives many international visitors who frequently come to attend meetings or to give conferences.

The services to be provided by the successful contractor will include the catering in the staff restaurant, the cafeteria/coffee lounge and the visitors' dining area, which are located in the EuroTower; snack vending services in all ECB premises; catering for the Executive Board and senior management; the provision of breakfasts, lunches, buffets, sandwiches, and light buffets for receptions and press conferences (in all the ECB premises); self-service hot and cold beverage only services (on every floor of the ECB premises); conference and meeting services in all ECB premises; and the supply of catering/service staff on request for these services.

Applicants must be able to provide all of the above-mentioned services without subcontracting.

The estimated yearly value of the high-quality services required is 2 500 000 EUR.

II.2.2) Options (if applicable). Description and time when they may be exercised (if possible)

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

The contract shall be valid for an initial period of 3 years with the possibility of a renewal for a further period of up to 4 years.

Section III: Legal, economic, financial and technical information

III.1) Conditions relating to the contract

III.1.1) Deposits and guarantees required (if applicable)

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

III.1.3) Legal form to be taken by the grouping of suppliers, contractors or service providers to whom the contract is awarded (if applicable):

The establishment of temporary groupings is allowed. Tenders from temporary groupings shall only be considered if, at the time of submission of their tender, the members of such a grouping have declared in writing that:

- in the case of an order they will provide all services as a temporary grouping; and;
- all members of the grouping will have joint and several liability for the performance of the contract.

Furthermore, a representative shall be named who is authorised to report to the ECB on behalf of the temporary grouping, to make legal statements, and to accept unrestricted payments on behalf of the temporary grouping or any member of it.

The parts of the services that will be performed by single companies shall be specified.

III.2) Conditions for participation

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 legal suits and/or pending claims settled out of court in the last three years.

(c) A certificate or similar document issued by the appropriate authority certifying that the tenderer has fulfilled its obligations to pay social security contributions and taxes, in accordance with the legal provisions of the country in which it is established.

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 three financial years for the type of service involved in this contract. Where applicable, a distinction shall be made between contracts carried out by the service provider itself and those carried out by subcontractors. In order to be selected, the tenderer must be able to demonstrate an average total annual turnover of at least 10 000 000 EUR.

(b) Copies of the tenderer's audited accounts and balance sheets for the last three financial years, or extracts therefrom, demonstrating the tenderer's financial position.

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

(a) Specifications concerning the tenderer's background and profile together with an organisation chart showing the company structure, including any branch offices and partnerships.

(b) Detailed descriptions of similar contracts undertaken in the last three years that give clear evidence of

the applicant's ability to provide multi-site catering and beverage services for a staff and visitor profile similar to those described in this Contract notice. Specific references should be made to the type of services required under the scope of this contract. The descriptions should also include the details of clients, names of client contacts who may be called upon to provide references, the nature of the contracts (national or international, public or private sector), as well as the contract value and duration. In order to be selected, the applicant must be able to demonstrate that, during the last three years, it has had at least two contracts, each worth at least 1 000 000 EUR a year, excluding VAT, to provide similar services.

(c) Details of the average number of employees and the number of managers employed by the tenderer for each of the last three years. The number and geographical location of staff and managers employed in contracts of a similar nature. Location, organisation and staffing of the branch/office that would be responsible for the execution of the contracted services.

(d) Copies of documents describing the quality management system applicable to the services provided under previous contracts and details of ISO certifications obtained.

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:**

Restricted.

IV.1.1) **Have candidates already been selected? (for negotiated procedure only and if applicable)**

IV.1.2) **Justification for the choice of accelerated procedure (if applicable)**

IV.1.3) **Previous publication concerning the same contract (if applicable)**

IV.1.3.1) **Prior information notice concerning the same contract (if applicable)**

IV.1.3.2) **Other previous publications**

IV.1.4) **Envisaged number of suppliers which will be invited to tender (when applicable):**

Minimum: 3/maximum: 7.

The selection of the applicants to be invited to tender for the contract to provide the catering services described above shall be made on the basis of the applicant's technical capacity as indicated in the documentation requested in Section III.2.1.3) of this Contract Notice.

IV.2) **Award criteria:**

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) **Conditions for obtaining contract document and additional documents**

IV.3.3) **Time-limit for receipt of tenders or requests to participate (depending whether it is an open, restricted or negotiated procedure):**

26.7.2004 (12:00 CET).

IV.3.4) **Dispatch of invitations to tender to selected candidates (in restricted and negotiated procedure):**

Estimated date: 3.8.2004.

IV.3.5) **Language or languages in which tenders or requests to participate can be drawn up:**

English.

IV.3.6) **Minimum time frame during which the tenderer must maintain its tender (in case of an open procedure):**

6 months from the deadline stated for receipt of tenders.

IV.3.7) **Conditions for opening tenders**

IV.3.7.1) **Persons authorised to be present at the opening of tenders (where applicable)**

IV.3.7.2) **Date, time and place**

Section VI: Other information

VI.1) **Is this notice a non-mandatory one?**

Yes.

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 (if applicable)**

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

16/06/2004.