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**Czech Republic-Prague: GSA/OP/37/15 — Information and communication services for the GSA and the EC (2 lots)
2016/S 079-139456**

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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

European GNSS Agency (GSA)
Janovského 438/2
For the attention of: Legal and Procurement Department
170 00 Prague 7
CZECH REPUBLIC
E-mail: tenders@gsa.europa.eu

Internet address(es):

General address of the contracting authority: <http://www.gsa.europa.eu/gsa/procurement>

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

General public services
Other: Space; global navigation satellite systems.

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

The contracting authority is purchasing on behalf of other contracting authorities: yes
European Commission, DG Internal Market, Industry, Entrepreneurship and SMEs
BREY 13/092
1049 Brussels
BELGIUM

Section II: Object of the contract

II.1) Description

II.1.1) Title attributed to the contract by the contracting authority:

GSA/OP/37/15 — Information and communication services for the GSA and the EC (2 lots).

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

- 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 several operators
maximum number of participants to the framework agreement envisaged: 3
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: 18 000 000 EUR
- II.1.5) **Short description of the contract or purchase(s)**
The scope of this procurement comprises: lot 1 — event and exhibition organisation, materials and support services and lot 2 — Web, paper and video-based publication services, graphic design, public and media relations, print and multimedia production, editorial work and promotional items.
- II.1.6) **Common procurement vocabulary (CPV)**
79952000, 72415000
- 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: yes
Tenders may be submitted for all lots
- 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:**
The 2 lots of expertise are as follows:
lot 1 — event and exhibition organisation, materials and support services;
lot 2 — Web, paper and video-based publication services, graphic design, public and media relations, print and multi-media production, editorial work and promotional items.
Each framework contract in cascade will be concluded for a maximum period of 48 months, with up to a maximum of 3 contractors.
Estimated value excluding VAT: 18 000 000 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: 3
In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:
in months: 12 (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)

Information about lots

Lot No: 1

Lot title: Event and exhibition organisation, materials and services

1) **Short description**

This lot comprises 2 main types of activities: event/exhibition/promotional décor and display conception, production and logistics; and event management and support services/materials.

2) **Common procurement vocabulary (CPV)**

79952000, 72415000

3) **Quantity or scope**

The GSA regularly organises awareness-raising campaigns, events and other promotional activities, exhibitions and displays to promote the European GNSS programmes (Galileo and EGNOS) as well as the contribution of the Agency to the programmes. The aim of this activity is to raise awareness of the aims, benefits and progress of the programmes and encourage their use by a range of target users and interested citizens across Europe and around the world.

In the context of services concerned by this lot, the GSA is seeking to better leverage the events and exhibitions it organises and/or participates in more effectively and creatively in order to:

- increase the visibility of the GSA and its activities, and to
- promote the European GNSS programmes, Galileo and EGNOS, to a wide range of user groups and stakeholders.

Estimated value excluding VAT: 9 500 000 EUR

4) **Indication about different date for duration of contract or starting/completion**

Duration in months: 48 (from the award of the contract)

5) **Additional information about lots**

Lot No: 2

Lot title: Web, paper and video-based publication services, graphic design, public/media relations, promotional items, print and multimedia production and editorial work

1) **Short description**

The work involves the design, drafting and production, in any medium, of information products and promotional material relating to the activities of the GSA and its work on the European GNSS programmes, Galileo and EGNOS.

2) **Common procurement vocabulary (CPV)**

79952000, 72415000

3) **Quantity or scope**

This lot comprises the following elements: development and maintenance of websites and social media channels, editorial support and content development, translation, graphic design, layout, printing, video development and production, dissemination services, communication skills coaching, evaluation and monitoring and reporting.

Specific provisions concerning development and maintenance of the websites: the GSA is seeking to improve the quality of its Internet presence. For this, professional Web expertise and assistance are required. Internet tools should be conceived and implemented in a user-friendly manner, leveraging the latest state-of-the art technology and tools and be understandable to the general public and experts alike.

Estimated value excluding VAT: 8 500 000 EUR

4) **Indication about different date for duration of contract or starting/completion**

Duration in months: 48 (from the award of the contract)

5) **Additional information about lots**

Section III: Legal, economic, financial and technical information

- III.1) **Conditions relating to the contract**
- III.1.1) **Deposits and guarantees required:**
- III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**
Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>
- III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**
Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>
- 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: Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>
- III.2.2) **Economic and financial ability**
Information and formalities necessary for evaluating if the requirements are met: Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>
Minimum level(s) of standards possibly required: Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>
- III.2.3) **Technical capacity**
Information and formalities necessary for evaluating if the requirements are met:
Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>
Minimum level(s) of standards possibly required:
Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>
- 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: yes

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

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

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:

GSA/OP/37/15.

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

20.6.2016 - 17:00

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: 24.6.2016 - 11:00

Place:

Offices of the GSA, Janovského Street 438/2, 170 06 Prague 7, CZECH REPUBLIC.

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

Additional information about authorised persons and opening procedure: This opening session will be public.

Please refer to the tender specifications and annexes available for downloading at <http://www.gsa.europa.eu/gsa/procurement>

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about European Union funds

The contract is related to a project and/or programme financed by European Union funds: yes

Reference to project(s) and/or programme(s): Galileo/EGNOS.

VI.3) Additional information

The expected duration of the framework contract is 1 year with the possibility of being renewed 3 times, each time for an additional period of 1 year. The indicative budget is 18 000 000 EUR over the maximum duration of 4 years.

Further Information on the implementation of the cascade is provided in the tender documentation available for download on: <http://www.gsa.europa.eu/gsa/procurement>

VI.4) Procedures for appeal

VI.4.1) Body responsible for appeal procedures

General Court of the European Union

Luxembourg

LUXEMBOURG

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

Body responsible for mediation procedures

The European Ombudsman

Strasbourg

FRANCE

Internet address: <http://www.ombudsman.europa.eu>

VI.4.2) **Lodging of appeals**

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

European GNSS Agency

Janovského 438/2

170 00 Prague

CZECH REPUBLIC

E-mail: tenders@gsa.europa.eu

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

12.4.2016