This notice in TED website: https://ted.europa.eu/udl?uri=TED:NOTICE:438821-2022:TEXT:EN:HTML

Germany-Frankfurt am Main: Business Travel Insurance 2022/S 155-438821

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

1.1) Name and addresses

Official name: European Central Bank Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

NUTS code: DE712 Frankfurt am Main, Kreisfreie Stadt

Postal code: 60314 Country: Germany

Contact person: Central Procurement Office

E-mail: procurement@ecb.europa.eu

Telephone: +49 69/13440 Internet address(es):

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

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

Business Travel Insurance

Reference number: PRO-003934

II.1.2) Main CPV code

66510000 Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description:

12/08/2022 S155 1 / 5

12/08/2022 2 / 5

The procurement aims at providing ECB staff and other persons (e.g. trainees, agency staff, secondees, etc.) sent by the ECB on business travel with worldwide insurance coverage against expenditure incurred as a consequence of insured risks during business travel.

II.1.5) Estimated total value

Value excluding VAT: 300 000.00 EUR

II.1.6) Information about lots

This contract is divided into lots: no

II.2) **Description**

II.2.3) Place of performance

NUTS code: DE712 Frankfurt am Main, Kreisfreie Stadt

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

The procurement aims at providing staff and other persons (e.g. trainees, agency staff, secondees, etc.) sent by the ECB on business travel with worldwide insurance coverage against expenditure incurred as a consequence of insured risks during business travel.

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: 300 000.00 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:

The business travel insurance shall enter into force on 1 January 2023 and shall end on 31 December 2025 with the possibility for an extension of up to one year.

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

The ECB intends to invite five candidates to submit a tender provided that a sufficient number of candidates meeting the selection criteria is available.

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: no

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

12/08/2022 S155 2 / 5

12/08/2022 3 / 5

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision:

Candidates must hold an insurance license by a national authority of a member state of the European Union.

III.2.2) Contract performance conditions:

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

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 Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

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.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date: 12/09/2022 Local time: 12:00

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

Date: 28/09/2022

IV.2.4) Languages in which tenders or requests to participate may be submitted:

English, German

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

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:

12/08/2022 S155 3 / 5

2/08/2022 4 / 5

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-PT-2022-000049: PRO-006525-R1-Business travel insurance

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 endeavours 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 Organisation 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 (https://www.ecb.europa.eu/ecb/legal/1001/procurement/html/index.en.html).

VI.4) Procedures for review

VI.4.1) Review body

12/08/2022 S155 4 / 5

.2/08/2022 5 / 5

Official name: Procurement Review Body of the European Central Bank, c/o Legal Services Team

Postal address: Sonnemannstrasse 22

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

E-mail: LegalServices@ecb.europa.eu

Telephone: +49 6913440

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:

Within 10 days of receipt of the notification in accordance with Article 34(1) or the first sentence of Article 34(3) of Decision ECB/2016/2 laying down the rules on procurement, as amended. 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

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

VI.5) Date of dispatch of this notice:

03/08/2022

12/08/2022 S155 5 / 5