

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:212902-2016:TEXT:EN:HTML>

**Russia-Moscow: EU study weeks in Russia 2016–2020
2016/S 120-212902**

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

European Union, Delegation of the European Union to the Russian Federation
Kadashevskaya nab., 14/1
Moscow
119017
Russia
Contact person: Head of Press and Information Section
E-mail: delrus-pressoffice@eeas.europa.eu
NUTS code: 00

Internet address(es):

Main address: <http://eeas.europa.eu/delegations>
Address of the buyer profile: <http://eeas.europa.eu/delegations/russia>

I.2) Joint procurement

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at: http://eeas.europa.eu/delegations/russia/grants_tenders/tenders/index_en.htm
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

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

EU study weeks in Russia 2016–2020.
Reference number: EEAS-486-DELRUSM-SER-DIR.

II.1.2) Main CPV code

80000000

II.1.3) Type of contract

Services

II.1.4) Short description:

EU study weeks is a series of interactive seminars on EU and EU–Russia relations. The contract covers organisation of the series of the EU study weeks (EUSW) for undergraduate and postgraduate students. 1 5-day EU study week for 40 participants, 3 3-day EU study weekends for 30 participants each and 1 alumni meeting for 30 participants to be organised annually. The project will also manage the EUSW alumni and Web space. The contractor must provide the human and material resources necessary for the service in a non-exhaustive list below:

- selection of participants and lecturers,
- programme development,
- management of logistics,
- host, technical support, management and promotion of digital resources,
- management of alumni groups.

II.1.5) Estimated total value

Value excluding VAT: 560 000.00 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)

II.2.3) Place of performance

NUTS code: 00

Main site or place of performance:

Russian Federation.

II.2.4) Description of the procurement:

Please refer to the procurement documents available at the address indicated in point I.3) Communication.

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: 560 000.00 EUR

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

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

The maximum overall duration of this contract is 48 months. The initial contract will be concluded for 12 months. It may subsequently be renewed 3 times, each time for a 12-month period automatically unless one of the parties receives formal notification to the contrary at least 3 months before the end of the ongoing duration.

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

Envisaged number of candidates: 1

Objective criteria for choosing the limited number of candidates:

The number of candidates to be invited is not limited.

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: yes
Identification of the project: EU administrative appropriations.

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:

Please refer to the procurement documents available at the address indicated in point I.3) Communications.

III.1.2) **Economic and financial standing**

List and brief description of selection criteria:

Please refer to the procurement documents available at the address indicated in point I.3) Communications.

III.1.3) **Technical and professional ability**

List and brief description of selection criteria:

Please refer to the procurement documents available at the address indicated in point I.3) Communications.

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:**

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**

Restricted procedure

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.1.6) **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: 20/07/2016

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

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

English, Bulgarian, Danish, German, Greek, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Latvian, Lithuanian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, Swedish, Czech

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: yes

Estimated timing for further notices to be published:

In 2020.

VI.2) Information about electronic workflows

VI.3) Additional information:

The amount of 560 000 EUR mentioned in point II.1.5) Estimated total value and in point II.2.6) Estimated value refers to the maximum overall duration of 48 months. The initial contract for 12 month shall have maximum total value of 140 000 EUR.

Nota bene: submitting requests to participate or drawing up tenders does not give tenderers the right either to be awarded the contract or to receive any compensation for costs incurred. The contracting authority is under no obligation to award a contract subsequent to this notice.

Tender documents will be available for download at the address indicated under heading I.3. The website will be updated regularly and it's the tenderer's responsibility to check for updates and modifications during the tendering period. The contracting authority might resort to a negotiated procedure as referred to in Article 134(1) of the rules of application applicable to the Financial Regulation.

VI.4) Procedures for review

VI.4.1) Review body

General Court

rue du Fort Niedergrünwald

Luxembourg

2925

Luxembourg

Telephone: +352 4303-1

E-mail: generalcourt.registry@curia.europa.eu

Fax: +352 4303-2100

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

VI.4.2) Body responsible for mediation procedures

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

Please refer to the procurement documents available in the address indicated in point I.3) Communication.

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

VI.5) Date of dispatch of this notice:

14/06/2016