

**Supplement to the Official Journal of the European Union**Info and online forms: <http://simap.ted.europa.eu>**CONTRACT NOTICE**

Directive 2014/24/EU

SECTION I: CONTRACTING AUTHORITY**I.1) Name and addresses**

(please identify all contracting authorities responsible for the procedure)

Official name: Energy Community Secretariat			National registration number:
Postal address: Am Hof 4 level 5/6			
Town: Wien	NUTS code: AT	Postal code: 1010	Country: Austria
Contact person: Energy Community Secretariat			Telephone: +43 15352222-12
E-mail: marta.bromboszcz@energy-community.org			Fax: +43 15352222-10
Internet address(es) Main address: (URL) www.energy-community.org Address of the buyer profile: (URL)			

I.2) Joint procurement☐ The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law:

☐ The contract is awarded by a central purchasing body**I.3) Communication**

<input checked="" type="radio"/> The procurement documents are available for unrestricted and full direct access, free of charge, at: (URL) www.auftrag.at			
<input type="radio"/> Access to the procurement documents is restricted. Further information can be obtained at: (URL)			
Additional information can be obtained from <input type="radio"/> the abovementioned address <input checked="" type="radio"/> another address:			
Contact Service from the further information			
Official name: Energy Community Secretariat	National registration number:		
Postal address: Am Hof 4, Level 5			
Town: Vienna	NUTS code: AT	Postal code: 1010	Country: Austria
Contact person: Administration			Telephone: +43 66488368532
E-mail: procurement@energy-community.org			Fax:
Internet address(es) Main address: (URL) https://www.energy-community.org/ Address of the buyer profile: (URL)			
Tenders or requests to participate must be submitted <input checked="" type="checkbox"/> electronically via: (URL) www.auftrag.at			

II.2) Description

II.2.1) Title: Travel Management and related Services for the Energy Community Secretariat	
II.2.2) Additional CPV code(s) Additional CPV code: [][]-[][]-[][]-[][] Supplementary CPV code: [][][][] [][][][]	
II.2.3) Place of performance NUTS code: AT Main site or place of performance: Austria	
II.2.4) Description of the procurement: The scope of services is to provide the complete Travel Management Services to the Energy Community Secretariat in accordance with the specifications as further defined in this document. The Contractor shall provide professional solution of the highest standards to carry out the Services. The Services shall be quoted based on unit rates for the required services. (nature and quantity of works, supplies or services or indication of needs and requirements)	
II.2.5) Award criteria <input type="radio"/> Criteria below <input checked="" type="radio"/> 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:[] Währung:[][][] (for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of this lot)	
II.2.7) Duration of the contract, framework agreement or dynamic purchasing system Duration in months[] or Duration in days: or Start: 01/06/2020 / End: 31/05/2022 <input type="checkbox"/> This contract is subject to renewal Description of renewals:	
II.2.9) Information about the limits on the number of candidates to be invited Envisaged number of candidates: [] or Envisaged minimum number: [] / Maximum number: [] Objective criteria for choosing the limited number of candidates:	
II.2.10) Information about variants <input type="checkbox"/> Variants will be accepted	
II.2.11) Information about options <input type="checkbox"/> Options Description of options:	
II.2.12) Information about electronic catalogues <input type="checkbox"/> Tenders must be presented in the form of electronic catalogues or include an electronic catalogue	
II.2.13) Information about European Union funds The procurement is related to a project and/or programme financed by European Union funds <input type="radio"/> yes <input checked="" type="radio"/> no Identification of the project:	
II.2.14) Additional information:	

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) Conditions for participation

<p>III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers</p> <p>List and brief description of conditions: as in Section 4 - Instructions to Bidders (in the tender documents)</p>

III.1.2) Economic and financial standing <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required:
III.1.3) Technical and professional ability <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required:
III.1.5) Information about reserved contracts <input type="checkbox"/> The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons <input type="checkbox"/> The execution of the contract is restricted to the framework of sheltered employment programmes

III.2) Conditions related to the contract

III.2.1) Information about a particular profession (only for service contracts) <input type="checkbox"/> Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:
III.2.2) Contract performance conditions:
III.2.3) Information about staff responsible for the performance of the contract <input checked="" type="checkbox"/> 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 <input checked="" type="radio"/> Open procedure <input type="checkbox"/> Accelerated procedure: Justification: <input checked="" type="radio"/> Restricted procedure <input type="checkbox"/> Accelerated procedure: Justification: <input checked="" type="radio"/> Competitive procedure with negotiation <input type="checkbox"/> Accelerated procedure: Justification: <input checked="" type="radio"/> Competitive dialogue <input checked="" type="radio"/> Innovation partnership
IV.1.3) Information about a framework agreement or a dynamic purchasing system <input type="checkbox"/> The procurement involves the establishment of a framework agreement <input checked="" type="radio"/> Framework agreement with a single operator <input checked="" type="radio"/> Framework agreement with several operators Envisaged maximum number of participants to the framework agreement:

<input type="checkbox"/> The procurement involves the setting up of a dynamic purchasing system <input type="checkbox"/> The dynamic purchasing system might be used by additional purchasers In the case of framework agreements, provide justification for any duration exceeding 4 years:
IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue <input type="checkbox"/> 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 (only for competitive procedures with negotiation) <input type="checkbox"/> 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 <input type="checkbox"/> An electronic auction will be used Additional information about electronic auction:
IV.1.8) Information about the Government Procurement Agreement (GPA) The procurement is covered by the Government Procurement Agreement <input type="radio"/> yes <input checked="" type="radio"/> no

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure Notice number in the OJ S: [] [] [] [] / S [] [] [] - [] [] [] [] [] [] (One of the following: Prior information notice; Notice on a buyer profile)
IV.2.2) Time limit for receipt of tenders or requests to participate Date: (dd/mm/yyyy) 30/04/2020 Local time: (hh:mm) 12:00
IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates Date: (dd/mm/yyyy)
IV.2.4) Languages in which tenders or requests to participate may be submitted EN
IV.2.6) Minimum time frame during which the tenderer must maintain the tender Tender must be valid until: 25/05/2020 or Duration in months: [] (from the date stated for receipt of tender)
IV.2.7) Conditions for opening of tenders Date: (dd/mm/yyyy) 30/04/2020 Local time: (hh:mm) 12:30 Place: electronically, through the online procurement system Information about authorised persons and opening procedure:

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) Information about recurrence This is a recurrent procurement <input checked="" type="radio"/> no <input type="radio"/> yes Estimated timing for further notices to be published:
VI.2) Information about electronic workflows <input type="checkbox"/> Electronic ordering will be used <input checked="" type="checkbox"/> Electronic invoicing will be accepted <input checked="" type="checkbox"/> Electronic payment will be used

VI.3) Additional information

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VI.4) Procedures for review

VI.4.1) Review body		
Official name: Energy Community		
Postal address: Am Hof 4/5		
Town: Vienna	Postal code: 1010	Country: Austria
E-mail: procurement@energy-community.org	Telephone:	
Internet-Address:(URL) www.energy-community.org	Fax:	
VI.4.2) Body responsible for mediation procedures		
Official name:		
Postal address:		
Town:	Postal code:	Country: Austria
E-mail:	Telephone:	
Internet-Address:(URL)	Fax:	
VI.4.3) Review procedure		
Precise information on deadline(s) for review procedures:		
VI.4.4) Service from which information about the review procedure may be obtained		
Official name:		
Postal address:		
Town:	Postal code:	Country: Austria
E-mail:	Telephone:	
Internet-Address:(URL)	Fax:	

VI.5) Date of dispatch of this notice: (dd/mm/yyyy):25/03/2020

It is the contracting authority's/contracting entity's responsibility to ensure compliance with European Union law and any applicable laws.