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**LT-Vilnius: animation — online discussions within EuroGender  
2012/S 155-257981**

**Contract notice**

**Services**

Directive 2004/18/EC

**Section I: Contracting authority**

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

European Institute for Gender Equality  
Svitrigailos 11M

For the attention of: Ms Vera Zazvonov

LT-03228 Vilnius

LITHUANIA

E-mail: [procurement@eige.europa.eu](mailto:procurement@eige.europa.eu)

**Internet address(es):**

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

**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**

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

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

**II.1) Description**

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

Animation — online discussions within EuroGender.

**II.1.2) Type of contract and location of works, place of delivery or of performance**

Services

Service category No 27: Other services

Main site or location of works, place of delivery or of performance: The place of performance of the tasks shall be the contractor's premises, and any other place indicated in the tender documents.

NUTS code LT00A

**II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)**

The notice involves a public contract

**II.1.4) Information on framework agreement**

**II.1.5) Short description of the contract or purchase(s)**

The subject of the contract is ensuring animation of EuroGender — the European network on gender equality, more specifically to ensure professional facilitation of a series of 8 online discussions within EuroGender on topics related to EIGE's focal areas and activities.

II.1.6) **Common procurement vocabulary (CPV)**

79315000

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: no

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:**

Estimated value excluding VAT: 140 000 EUR

II.2.2) **Information about options**

Options: no

II.2.3) **Information about renewals**

This contract is subject to renewal: no

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

Duration in months: 12 (from the award of the contract)

**Section III: Legal, economic, financial and technical information**

III.1) **Conditions relating to the contract**

III.1.1) **Deposits and guarantees required:**

Not required.

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**

As specified in the contract attached to the tender dossier.

III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**

Joint tenders submitted by several operators (a consortium) are allowed. In such cases, one of the members must be designated as the group leader or group manager.

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: — to identify her/himself, the tenderer must fill in the legal entity form and financial identification form (please refer to Section 2.4 in the tender specifications available at: <http://www.eige.europa.eu>

— exclusion criteria: please refer to Section 2.4 of the tender specifications available at: <http://www.eige.europa.eu>

III.2.2) **Economic and financial ability**

Information and formalities necessary for evaluating if the requirements are met: — please refer to Section 2.4 of the tender specifications available at: <http://www.eige.europa.eu>

**III.2.3) Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:  
— please refer to Section 2.4 of the tender specifications available at: <http://www.eige.europa.eu>

**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:**

EIGE/2012/OPER/23.

**IV.3.2) Previous publication(s) concerning the same contract**

no

**IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document**

Payable documents: no

**IV.3.4) Time limit for receipt of tenders or requests to participate**

8.10.2012

**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: 6 (from the date stated for receipt of tender)

**IV.3.8) Conditions for opening tenders**

Date: 15.10.2012 - 14:00

Place:

Svitrigailos g. 11M, LT-03228 Vilnius, LITHUANIA.

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

Additional information about authorised persons and opening procedure: Please refer to Section 2.2 in the tender specifications available at <http://www.eige.europa.eu>

**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: no

**VI.3) Additional information**

Tender documents can be downloaded from <http://www.eige.europa.eu>

**VI.4) Procedures for appeal**

**VI.4.1) Body responsible for appeal procedures**

General Court of the European Union

boulevard Konrad Adenauer

2925 Luxembourg

LUXEMBOURG

E-mail: [cfi.registry@curia.europa.eu](mailto:cfi.registry@curia.europa.eu)

Telephone: +352 4303-1

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

**Body responsible for mediation procedures**

The European Ombudsman

PO Box 403

Strasbourg

FRANCE

E-mail: [euro-ombudsman@europarl.europa.eu](mailto:euro-ombudsman@europarl.europa.eu)

Telephone: +33 388172313

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

**VI.4.2) Lodging of appeals**

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

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

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

2.8.2012