

ECB - actuarial services for the ECB pension arrangements (D-Frankfurt-on-Main)

2009/S 98-140287

Contract notice

Section I: Contracting authority

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

European Central Bank, attention: Ezequiel Gomez, Kaiserstraße 29, 60311 Frankfurt-on-Main, GERMANY.
Tel. +49 691344-0. Fax +49 691344-7110. E-mail: procurement@ecb.europa.eu

Internet address(es):

General address of the contracting authority (URL): www.ecb.europa.eu

Further information can be obtained at:

As in abovementioned contact point(s).

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at:

As in abovementioned contact point(s).

Tenders or requests to participate must be sent to:

As in abovementioned contact point(s).

I.2) Type of the contracting authority and main activity or activities:

European institution/agency or international organisation.

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:

Actuarial services for the ECB pension arrangements.

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

Services.

Service category: No 06.

Main place of performance: Frankfurt-on-Main, GERMANY.

NUTS code: DE712.

II.1.3) 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 European Central Bank in Frankfurt (hereafter 'ECB') wishes to establish a contract using an open tender procedure, for the provision of actuarial services for the ECB pension arrangements for the financial years 2009 to 2013. The deliverables and services to be provided include:

1. annual actuarial valuation of the assets and the liabilities of the ECB pension arrangements on the basis of IAS 19 and the issuing of an actuarial statement;

2. annual actuarial valuation of the assets and the liabilities of the ECB pension arrangements for the annual accounts of the ECB and the issuing of an actuarial statement in accordance with IAS 26;

3. a triennial full valuation of the ECB pension arrangements. The full valuation will take place in 2014 on the basis of the data from the annual accounts 2013;

4. actuarial advice at the request of the Directorate-General for Human Resources, Budget and Organisation which is the administrator of the ECB pension arrangements

The ECB pension arrangements comprise:

(1) the ECB Retirement Plan which is the existing pension system for staff members of the ECB; and
(2) the new ECB Pension Scheme which will become operational on 1.6.2009. From that moment, the rights obtained under the Retirement Plan will be frozen and pension rights will continue to be built up in the new scheme. Consequently as from that moment 2 schemes will be operational.

The plan had per 31.12.2008 1 471 active members.

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

66519600, 66523000.

II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**

Yes.

II.1.8) **Division into lots:**

No.

II.1.9) **Variants will be accepted:**

No.

II.2) **Quantity or scope of the contract**

II.2.1) **Total quantity or scope**

II.2.2) **Options:**

Yes.

If yes, description of those options: The ECB may ask the successful tenderer to provide:

— 1 further annual valuation IAS 19 for the financial year 2014,

— 1 further annual valuation IAS 26 for the financial year 2014,

— 1 further triennial valuation during the period 2009 to 2013.

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

Duration in months: 62 (initial period) plus an option to extend for 1 additional year.

Section III: Legal, economic, financial and technical information

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

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

No deposit is required, but where applicable, the successful tenderer (or in the case of a successful consortium bid, each member of the consortium) may be required to provide a parent-company guarantee.

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

The method of payment will be in accordance with the terms and conditions of the contract.

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

The establishment of a temporary grouping of companies is allowed. In the tender, all the members of the temporary grouping must declare in writing that:

(i) in case of an order they will provide all services as a temporary grouping; and

(ii) all the members will have joint and several liability for the performance of the contract;

(iii) a single legal entity shall represent the whole grouping. The parts of the supplies and/or services that will be performed by the individual companies shall be specified.

III.1.4) **Other particular conditions to which the performance of the contract is subject:**

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 requirements are met:

The completed tender as per the conditions indicated in the tender documentation must be returned by the date indicated in IV.3.4 below.

Full company name, business address and registered address (if different) and registration number must be provided.

The following declarations by the candidate are required and only positive responses will qualify for participation:

— Tenderers must meet the eligibility criteria set out in Article 24 of the Decision ECB/2007/5 of 3.7.2007 laying down the rules on procurement (see Section VI.3 below). Tenderers must state in their tenders that they meet the eligibility criteria and provide the documentation requested. Tenderers must inform the ECB without undue delay if any circumstances arise after the submission of their tender that may affect their eligibility.

— The ECB will exclude tenderers that are in 1 of the situations described in Article 24(3) of the Decision (e.g. conviction for fraud or corruption).

— The ECB may exclude tenderers that are in one of the situations described in Article 24(4) of the Decision (e.g. insolvency; grave professional misconduct; misrepresentation).

— The ECB's external auditor, which is PricewaterhouseCoopers AG Wirtschaftsprüfungsgesellschaft, is, on the basis of the contractual terms in the contract for audit services, excluded from participation in this tender for actuarial services to the ECB pension arrangements. This applies also to any organisation, institution or company directly or indirectly related to the ECB's external auditor.

— Tenderers must provide evidence that their organisation and/or their professional staff members are allowed to issue actuarial statements for annual accounts in their country of establishment.

III.2.2) **Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met:

Tenderers must have the economic, financial, technical and professional capacity to perform the contract. As evidence, tenderers must submit:

— appropriate bank references, and/or

— balance sheets or summaries thereof for at least the past 3 financial years for which accounts have been closed, where publication of balance sheets is required under company law in the country in which economic operators are resident, and/or

— statement of overall turnover, and additionally turnover concerning the services to be covered by the contract, during the last 3 financial years, and

— a list of any and all legal claims and/or lawsuits pending against the company.

Minimum level(s) of standards possibly required:

The evidence required must be provided.

No minimum requirements are set. However, tenderers that do not clearly show a strong financial and legal position will not be further considered.

III.2.3) **Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:

The tenderer's technical and professional capacity will be assessed on the basis of the following information to be submitted:

— a description of the human resources, management organisation and procedures that the tenderer has in place for delivering actuarial services,

— list of the main contracts of a similar nature carried out by the tenderer in the past 3 years, together with details of the value, quantities, dates and recipients involved. The ECB reserves the right to request documentary evidence that the listed contracts have been carried out.

Minimum level(s) of standards possibly required:

— the tenderer has a proven track record regarding the provision of actuarial services,

— the actuarial activities of the tenderer are subject to a system of internal and/or external quality assurance.

III.2.4) **Reserved contracts:**

No.

III.3) **Conditions specific to service contracts**

III.3.1) **Execution of the service is reserved to a particular profession:**

Yes.

III.3.2) **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.

1. Quality. Weighting: 55 %.

2. Financial terms. Weighting: 45 %.

IV.2.2) **An electronic auction will be used:**

No.

IV.3) **Administrative information**

IV.3.1) **File reference number attributed by the contracting authority:**

8994/H/RCO/2008.

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

No.

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

Time limit for receipt of requests for documents or for accessing documents:

Date: 15.6.2009 (12:00), CET.

Interested suppliers wishing to participate must request in writing, ideally by e-mail, the tender documentation from the contact point in I.1 above. In order to receive the tender documentation, interested suppliers must submit the request together with a signed confidentiality declaration. The template of such a declaration is available on the ECB's website (www.ecb.europa.eu) under 'For suppliers'.

Payable documents: no.

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

2.7.2009 (17:00), CET.

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:**

English.

IV.3.7) **Minimum time frame during which the tenderer must maintain the tender:**

Duration in month(s): 9 (from the date stated for receipt of tender).

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

Place: Tenders shall be opened shortly after the deadline for receipt of tenders has expired, at the address in I.1.

Persons authorised to be present at the opening of tenders: no.

Members of staff of the ECB only.

Section VI: Complementary information

VI.1) **This is a recurrent procurement:**

No.

It is expected that this will be a recurrent procurement, and if required, further notices shall be published prior to the termination of any new contract that results from this procurement exercise.

VI.2) **Contract related to a project and/or programme financed by Community funds:**

No.

VI.3) **Additional information:**

The tender procedure is conducted in accordance with the ECB procurement rules (Decision ECB/2007/5 of 3.7.2007 laying down the rules on procurement (OJ L 184, 14.7.2007, p. 34 as amended by Decision ECB/2009/2 amending Decision ECB/2007/5 laying down the rules on procurement, OJ L 51, 24.2.2009, p. 10, both published <http://www.ecb.int/ecb/jobsproc/proc/tenders/html/index.en.html>)).

The contract shall be governed by and interpreted under German civil law.

Tenders and all supporting documents must be priced in euro and all contract payments will be made in euro.

All communications, discussions and meetings will be conducted in English and no interpretation facilities will be provided. Tenderers are also informed that presentations, interviews, and/or site visits may be required to confirm information contained in their offers.

The ECB reserves the right not to make any award and reserves the right to accept all or part of any tender unless the tenderer expressly stipulates otherwise in their tender.

The ECB will not be liable for any costs, nor shall it reimburse any expenses or losses that tenderers may incur in connection with the submission of their proposals. Proposals received will not be returned and will remain the property of the ECB.

VI.4) **Procedures for appeal**

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

European Central Bank — Procurement Review Body of the European Central Bank, c/o Central Procurement Office, Kaiserstraße 29, 60311 Frankfurt-on-Main, GERMANY. Tel. +49 691344-0 (central switchboard). Fax +49 691344-7110. E-mail: procurement@ecb.europa.eu Internet: www.ecb.europa.eu

V.4.2) **Lodging of appeals:**

Precise information on deadline(s) for lodging appeals:

15 days from the receipt of the information specified in Article 28 (3) of the ECB procurement rules (see Section VI.3 above) or, if no information is requested, within 15 days from the receipt of the notification to unsuccessful bidders.

Further requirements are outlined in Article 33 of the ECB procurement rules (see Section VI.3 above).

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

European Central Bank — Central Procurement Office, Kaiserstraße 29, 60311 Frankfurt-on-Main, GERMANY.
Tel. +49 691344-0 (central switchboard). Fax +49 691344-6000. E-mail: procurement@ecb.europa.eu

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

12.5.2009.