BEREC Office launches the major open tender procedure for professional event management services

23 September 2019

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With the estimated total value of 3 000 000 EUR, the Agency for Support for BEREC today launched an open tender procedure for professional event management services. The contract notice has been published in the Official Journal of the EU

https://ted.europa.eu/TED/notice/udl?uri=TED:NOTICE:444695-2019:TEXT:EN:HTML

The objective of the framework contract is to purchase high quality event management services. The contractor is expected to assist the BEREC Office with coordinating and implementing logistics and accompany the BEREC Office in the creation of an event throughout its life cycle. BEREC Office is looking for contractors, whose services may comprise a wide variety of tasks (non-exhaustive definition): from sending of invitations to participants, follow up of the attendance, invitations and contacts with speakers, moderators; up to the arrangement of all the travelling, booking of meeting rooms and connected services such as audio-visual systems, audio systems for participants, provision of catering services, and branded material, interpretation and accommodation for the participants.

Deadline to submit the offers is 28 October 2019 15:00 (Riga time).

The BEREC Office uses the specialized electronic edition of the Official Journal of the EU for procurement – TED e-Tendering and publishes information on the BEREC website and its social media accounts, to ensure the transparency of the procurement procedures. TED eTendering is an EU institutions' eProcurement platform allowing free electronic access to call for tenders' documents such as contractual documentation, technical specifications, annexes, questions and answers etc., TED eTendering effectively represents an added-value extension to TED (Tenders Electronic Daily), the online version of the "Supplement to the Official Journal of the European Union".

e-Tendering is also used for the electronic exchange of information between the BEREC Office and the potential contractors, as well as for the electronic submission of documents in response to call for tenders. More details on the e-submission in the Quick Reference Guide.