



Negotiated procedure n° CSJU.2020.NP.03 on the provision of hotel services for the two-days team workshop of the Operational Unit of Clean Sky 2 Joint Undertaking on the 23rd and 24th of September 2020

Reference: **CSJU.2020.NP.03**

Deadline for requesting the Tender Specifications: 08/05/2020

Deadline to submit a tender: 15/05/2020

The Clean Sky 2 Joint Undertaking (“CS2JU”) is planning to award a direct service contract referred to the above-mentioned negotiated procedure with objective to select a contractor, who will provide hotel services (accommodation services, meeting facilities, catering services) for the two-days team workshop of the Operational Unit of CS2JU on the 23rd and 24th of September 2020.

General requirements:

- The hotel shall have a 4-star or higher rating according to the hotel classification standards in force in Belgium.
- The hotel shall be located in Belgium. It should be:
 - located preferably in Wallonia;
 - connected by public transport with maximum 30 minutes scheduled travel time to the hotel from the CS2JU’s premises (Avenue de la Toison d’Or 55-60, 1060 Brussels);
 - (optional) offering additional services such as Spa or access to a swimming pool.
- The hotel shall be equipped to accommodate a group of at least 20 participants and provide meeting facilities at the same location, in line with the requirements set out in the Tender Specifications.
- The hotel shall offer catering services, in line with the requirements set out in the Tender Specifications.
- The cancellation policy and cancellation fees of the hotel shall be in line with provisions of Articles 14 “Force Majeure”, 17 “Suspension of the performance of the contract”,

18 “Termination of the contract” of the General Conditions for low value contracts, which can be found under the internet address: https://ec.europa.eu/info/sites/info/files/about_the_european_commission/eu_budget/condit_gen_en.pdf.

- The hotel shall comply with the fire and safety regulations under Belgian law. Hotels not meeting the minimum security, fire and safety requirements shall not be considered.

The maximum total budget for the services cannot exceed **8.000 €**.

The tasks shall be executed from the 23rd to the 24th of September 2020.

Access to the market – Eligibility:

Participation in procurement procedures is open on equal terms to all natural and legal persons falling within the scope of the Treaties. This includes all legal entities registered in the EU and all natural persons having their domicile in the EU.

Notice:

- For tenderers established in the United Kingdom:

Please be aware that after the United Kingdom's withdrawal from the EU, the rules of access to EU procurement procedures of economic operators established in third countries will apply to tenderers from the United Kingdom depending on the terms of any Withdrawal Agreement.

In case such access is not provided by legal provisions in force, tenderers from the United Kingdom could be rejected from the procurement procedure.

Any interested candidate may request the CSJU for the Tender Specifications by 08/05/2020 at the latest. The request shall be sent electronically at the following email address: procurement@cleansky.eu.

Any interested candidate will be authorised to submit a tender complying with the requirements of the Technical Specifications by 15/05/2020 (deadline for submission of tenders in this tender procedure).