Türkiye: Seminar organisation services
Within the period from February 2027 to May 2027, a total of three (3) distinct organisation service procurements will be carried out under the SSN-E Projects

Contract or concession notice – standard regime

1 *Buyer*

1.1 *Buyer*

Official name: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination
Legal type of the buyer: Body governed by public law, controlled by a local authority
Activity of the contracting authority: General public services

2 *Procedure*

2.1 *Procedure*

Title: Within the period from February 2027 to May 2027, a total of three (3) distinct organisation service procurements will be carried out under the SSN-E Projects
Description: Within the period from February 2027 to May 2027, a total of three (3) distinct organisation service procurements will be carried out under the SSN-E Projects
Procedure identifier: 90bca143-481a-414f-a6ca-1cdb1529ddc9
Type of procedure: Open
The procedure is accelerated: *no*

2.1.1 *Purpose*

Main nature of the contract: Services
Main classification (cpv): 79951000 Seminar organisation services

2.1.2 *Place of performance*

Town: İstanbul/Adana/Gaziantep/Mersin
Postcode: 06530
Country subdivision (NUTS): Ankara (TR510)
Country: Türkiye
Additional information: Within the period from February 2027 to May 2027, a total of three (3) distinct organisation service procurements will be carried out under the SSN-E Projects

2.1.4 *General information*

Legal basis:
Directive 2014/24/EU

2.1.6 *Grounds for exclusion*

Sources of grounds for exclusion: Notice
Grounds relating to insolvency, conflicts of interests or professional misconduct: For the full list of exclusion grounds please consult the procurement documents.

5 *Lot*

5.1 *Lot*: LOT-0001

30641523 - 28306415

Title: Within the period from February 2027 to May 2027, a total of three (3) distinct organisation service procurements will be carried out under the SSN-E Projects
Description: Within the period from February 2027 to May 2027, a total of three (3) distinct organisation service procurements will be carried out under the SSN-E Projects
Internal identifier: European Union – EU IPA-II, EU IPA-III General Budget (%100) NDICI-RRP-ENES/2025/488-920 (SSN-E)

5.1.1 *Purpose*
Main nature of the contract: Services
Main classification (cpv): 79951000 Seminar organisation services

5.1.2 *Place of performance*
Town: Çukurambar Mahallesi Malcolm X Caddesi No:22 Çankaya/Ankara/TÜRKİYE
Postcode: 06530
Country subdivision (NUTS): Ankara (TR510)
Country: Türkiye
Additional information:

5.1.3 *Estimated duration*
Start date: 01/02/2027
Duration end date: 11/05/2027

5.1.6 *General information*
Reserved participation: Participation is not reserved.
Procurement Project fully or partially financed with EU Funds.
Information about European Union funds
EU funds programme: Instrument for Pre-accession assistance (IPA III) (2021/2027)
The procurement is covered by the Government Procurement Agreement (GPA): *no*

5.1.9 *Selection criteria*
Sources of selection criteria: Notice
Criterion: Average yearly turnover
Description of selection criterion: 1) Economic and financial capacity (based on item 3 of the request to participate form, or on item 3 of the supply tender submission form). In case the candidate or tenderer is a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three years for which accounts have been closed. The objective of this criterion is to examine whether the candidate or tenderer: • will not be economically dependent on the contracting authority in the event that the contract is awarded to it; and • has sufficient financial stability to handle the proposed contract. Criterion 1: average annual turnover •The supporting documents (invoice, contract, stamp tax, etc.) of the tenderer's similar work experience shall be submitted in the technical proposal. •The candidate’s or tenderer’s average annual turnover of the last 3 financial years for which the accounts have been closed must be not less than 1.372.500,00 EUR Criterion 2: assets/liabilities ratio Current ratio (current assets/current liabilities) in the last year for which accounts have been closed must be at least 1. In case of a consortium this criterion must be fulfilled by each member of the consortium. 2) Professional capacity (based on items 4 and 5 of the request to participate form for service contracts and on items 4 and 5 of the tender submission form for supply contracts). The reference period which will be taken into account will be the last 3 years preceding the submission deadline. • Criterion 1: the candidate or tenderer has, during the current year and the previous two years, on average, at least: 3 personnel directly employed or otherwise legally contracted on a permanent or non-permanent basis in areas of specialist knowledge related to this contract. • Criterion 2: the candidate or tenderer is not subject to professional conflicting interests which may negatively affect contract performance. The presence of professional conflicting interests shall be examined on the basis of the statements made through the Declarations on Honour and, where applicable, the

830641523 - 28306415

statements and other documents submitted. 3) Technical capacity (based on item 6 of the request to participate form for service contracts and on item 6 of the tender submission form for supply contracts). Criterion: •The candidate or tenderer has completed services under at least: 1 contracts implemented at any moment during the last four years before submission deadline. •The cost of services completed for each contract cannot be less than 228.750,00 EUR • Tenderers are required to include a valid and current TURSAB Certificate and an A-Class Travel Agency License in their tender dossiers • This means that the contract the candidate or tenderer refers to could have been implemented at any time during the indicated period but it does not necessarily have to be completed during that period, nor implemented during the entire period. Candidates or tenderers are allowed to refer either to projects completed within the reference period (although started earlier) or to projects partially implemented during, but not yet completed within the reference period. Only the part completed during the reference period will be taken into consideration. This part will have to be supported by documentary evidence (approval of report or deliverable, proof of payment, statement or certificate from the entity which awarded the contract) also detailing its value. If a candidate or tenderer has implemented the project in a consortium, the part that the candidate or tenderer has successfully completed must be clear from the documentary evidence (such as consortium agreement and bank transfers between consortium members), together with a description of the nature of the services provided/supplies delivered

5.1.10 ***Award criteria***

Criterion:

Type: Quality

Description: 1) Economic and financial capacity (based on item 3 of the request to participate form, or on item 3 of the supply tender submission form). In case the candidate or tenderer is a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three years for which accounts have been closed. The objective of this criterion is to examine whether the candidate or tenderer: • will not be economically dependent on the contracting authority in the event that the contract is awarded to it; and • has sufficient financial stability to handle the proposed contract. Criterion 1: average annual turnover •The supporting documents (invoice, contract, stamp tax, etc.) of the tenderer's similar work experience shall be submitted in the technical proposal. •The candidate's or tenderer's average annual turnover of the last 3 financial years for which the accounts have been closed must be not less than 1.372.500,00 EUR Criterion 2: assets/liabilities ratio Current ratio (current assets/current liabilities) in the last year for which accounts have been closed must be at least 1. In case of a consortium this criterion must be fulfilled by each member of the consortium. 2) Professional capacity (based on items 4 and 5 of the request to participate form for service contracts and on items 4 and 5 of the tender submission form for supply contracts). The reference period which will be taken into account will be the last 3 years preceding the submission deadline. • Criterion 1: the candidate or tenderer has, during the current year and the previous two years, on average, at least: 3 personnel directly employed or otherwise legally contracted on a permanent or non-permanent basis in areas of specialist knowledge related to this contract. • Criterion 2: the candidate or tenderer is not subject to professional conflicting interests which may negatively affect contract performance. The presence of professional conflicting interests shall be examined on the basis of the statements made through the Declarations on Honour and, where applicable, the statements and other documents submitted. 3) Technical capacity (based on item 6 of the request to participate form for service contracts and on item 6 of the tender submission form for supply contracts). Criterion: •The candidate or tenderer has completed services under at least: 1 contracts implemented at any moment during the last four years before submission deadline. •The cost of services completed for each contract cannot be less than 228.750,00 EUR • Tenderers are required to include a valid and current TURSAB Certificate and an A-Class Travel Agency License in their tender dossiers • This means that the contract the candidate or tenderer refers to could have been implemented at any time during the indicated period but it does not necessarily have to be completed during that period, nor implemented during the entire period. Candidates or tenderers are allowed to refer either to projects completed within the reference period (although started earlier) or to projects partially implemented during, but not yet completed within the reference period. Only the part completed during the reference period will be taken into consideration. This part will have to be supported by documentary evidence (approval of report or deliverable, proof of payment, statement

2830641523 - 2830641523 - 2830641523

or certificate from the entity which awarded the contract) also detailing its value. If a candidate or tenderer has implemented the project in a consortium, the part that the candidate or tenderer has successfully completed must be clear from the documentary evidence (such as consortium agreement and bank transfers between consortium members), together with a description of the nature of the services provided/supplies delivered

Description of the method to be used if weighting cannot be expressed by criteria: Please consult the procurement documents

5.1.11 *Procurement documents*

Languages in which the procurement documents are officially available: English

Languages in which the procurement documents (or their parts) are unofficially available: English

Deadline for requesting additional information: 21/12/2026 10:00 +03:00

Address of the procurement documents: https://www.aile.gov.tr/sygm/duyurular/

5.1.12 *Terms of procurement*

Terms of submission:

Electronic submission: Not allowed

Justification for why electronic submission is not possible: Tools, devices, or file formats not generally available

Description: Paper submission

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Description of the financial guarantee: The validity date must be specified on the guarantee letters used as provisional guarantees. The provisional guarantee must be at least 3% of the bid amount. Bids that do not meet the participation requirements specified in the tender will be excluded from evaluation.

Deadline for receipt of tenders: 11/01/2027 10:30 +03:00

Duration during which the tender must remain valid: 110 *Day*

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Allowed

Electronic ordering will be used: *no*

Electronic payment will be used: *yes*

Financial arrangement: Please consult the procurement documents

5.1.15 *Techniques*

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 *Further information, mediation and review*

Mediation organisation: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination

Review organisation: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination

Organisation providing information concerning the general regulatory framework for taxes applicable in the place where the contract is to be performed: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination

Web address of tax legislation: https://www.aile.gov.tr/sygm/duyurular/

Organisation providing information concerning the general regulatory framework for environmental protection applicable in the place where the contract is to be performed: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination

Web address of environmental legislation: https://www.aile.gov.tr/sygm/duyurular/

28306415 - 28306415 - 28306415 - 28306415

Organisation providing information concerning the general regulatory framework for employment protection and working conditions applicable in the place where the contract is to be performed: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination
Web address of employment legislation: https://www.aile.gov.tr/sygm/duyurular/
Organisation providing additional information about the procurement procedure: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination
Organisation providing offline access to the procurement documents: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination
Organisation providing more information on the review procedures: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination
Organisation receiving requests to participate: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination
Organisation processing tenders: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination

8 *Organisations*

8.1 ORG-0001

Official name: Ministry of Family and Social Services, General Directorate of Social Assistance, Frit Coordination
Registration number: 01000448308
Town: Çukurambar Neighborhood Malcolm X Street No:22 Çankaya
Postcode: 06530
Country subdivision (NUTS): Ankara (TR510)
Country: Türkiye
Email: fritsatinalma@aile.gov.tr
Telephone: +905344573335
Roles of this organisation:

- *Buyer*
  - *Central purchasing body acquiring supplies and/or services intended for other buyers*
  - *Central purchasing body awarding public contracts or concluding framework agreements for works, supplies or services intended for other buyers*
- *Procurement service provider*
- *Organisation providing additional information about the procurement procedure*
- *Organisation providing offline access to the procurement documents*
- *Organisation receiving requests to participate*
- *Organisation processing tenders*
- *Review organisation*
- *Organisation providing more information on the review procedures*
- *Mediation organisation*
- *Organisation providing information concerning the general regulatory framework for taxes applicable in the place where the contract is to be performed*
- *Organisation providing information concerning the general regulatory framework for environmental protection applicable in the place where the contract is to be performed*
- *Organisation providing information concerning the general regulatory framework for employment protection and working conditions applicable in the place where the contract is to be performed*

Notice information

28306415 - 28306415 - 28306415

Notice identifier/version: e21a09af-10a5-4f28-b826-59a535c95c36 - 01
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice dispatch date: 10/11/2026 13:55 +00:00
Languages in which this notice is officially available: English

2830641523 - 2830641523 - 2830641523 - 2830641523