

**Estonia-Tallinn: Travel management services**

OJ S 11/2022 17/01/2022

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Kultuuriministeerium  
National registration number: 70000941  
Postal address: Suur-Karja tn 23  
Town: Tallinn  
NUTS code: EE Eesti  
Postal code: 15076  
Country: Estonia  
Contact person: ERLE TOIGER  
E-mail: [min@kul.ee](mailto:min@kul.ee)  
Telephone: +372 6282229  
**Internet address(es):**  
Main address: <http://www.kul.ee>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://riigihanked.riik.ee/rhr-web/#/procurement/3985968/general-info>  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted electronically via: <https://riigihanked.riik.ee/rhr-web/#/procurement/3985968/tenders>  
Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Ministry or any other national or federal authority, including their regional or local subdivisions

**I.5. Main activity**

Recreation, culture and religion

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Reisikorraldusteenuse tellimine  
Reference number: 244606

**II.1.2. Main CPV code**

63516000 Travel management services

**II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

Kultuuriministeeriumile vajaduspõhine reisikorraldusteenuse tellimine koos kõigi kaasnevate teenustega nii Eesti Vabariigis kui ka välisriigis.

#### **II.1.5. Estimated total value**

Value excluding VAT: 750 000,00 EUR

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.2. Additional CPV code(s)**

63516000 Travel management services

#### **II.2.3. Place of performance**

NUTS code: EE Eesti

#### **II.2.4. Description of the procurement**

Kultuuriministeeriumile vajaduspõhine reisikorraldusteenuse tellimine koos kõigi kaasnevate teenustega nii Eesti Vabariigis kui ka välisriigis.

#### **II.2.5. Award criteria**

Criteria below

Quality criterion - Name: Ümberistumiste arv / Weighting: 10.0

Quality criterion - Name: Näidisreiside reisiaeg / Weighting: 30.0

Cost criterion - Name: Reisikorraldusteenuse teenustasu protsent / Weighting: 30.0

Cost criterion - Name: Näidisreiside maksumus / Weighting: 30.0

#### **II.2.6. Estimated value**

Value excluding VAT: 750 000,00 EUR

#### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Pooled võivad raamlepingu tähtaega pikendada kuni ühe aasta võrra tingimusel, et raamlepingu maksimaalne rahaline maht (750 000 eurot) ei ole kolme aasta jooksul saavutatud.

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: no

#### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:  
no

#### **II.2.14. Additional information**

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

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### **III.1. Conditions for participation**

#### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

Vaata hankepassist <https://riigihanked.riik.ee/rhr-web/#/procurement/3985968/procurement-passport> või alusdokumendist <https://riigihanked.riik.ee/rhr-web/#/procurement/3985968/documents?group=B>

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Open procedure

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators Envisaged maximum number of participants to the framework agreement: 2

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

### **IV.2. Administrative information**

#### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 14/02/2022 Local time: 12:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

Estonian

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7. Conditions for opening of tenders**

Date: 14/02/2022 Local time: 13:00

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: yes

### **VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3. Additional information**

Hanke osadeks mitte jagamise põhjendus on esitatud riigihanke alusdokumendi "Hankemenetluse juhend" punktis 2.3.

### **VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Riigihangete vaidlustuskomisjon

Postal address: Endla 13/Lökke 5

Town: Tallinn

Postal code: 10122

Country: Estonia

E-mail: [vako@fin.ee](mailto:vako@fin.ee)

Telephone: +372 6113713

Internet address: <http://www.fin.ee/riigihangete-poliitika>

**VI.4.4. Service from which information about the review procedure may be obtained**

Official name: Riigihangete vaidlustuskomisjon

Postal address: Endla 13/Lökke 5

Town: Tallinn

Postal code: 10122

Country: Estonia

E-mail: [vako@fin.ee](mailto:vako@fin.ee)

Telephone: +372 6113713

Internet address: <http://www.fin.ee/riigihangete-poliitika>

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

12/01/2022