

**Belgium-Brussels: Insurance services**  
**OJ S 38/2017 23/02/2017**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: SA Marsh  
Postal address: Rue de la Loi 6  
Town: Bruxelles  
Postal code: 1000  
Country: Belgium  
For the attention of: Amélie Dans

**Internet address(es):**

Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=263152>

Electronic submission of tenders and requests to participate: <https://eten.publicprocurement.be/etendering/viewWorkspacesBasedOnExtUrl.do?wsName=MARSH-Parlement+Comm.+fran%C3%A7aise-F02>

**Additional information can be obtained from:**

Official name: SA Marsh  
Postal address: Avenue Herrmann-Debroux 2  
Town: Auderghem  
Postal code: 1160  
Country: Belgium  
For the attention of: Laure-Anne Luyckx  
E-mail: [laureanne.luyckx@marsh.com](mailto:laureanne.luyckx@marsh.com)

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

Official name: SA Marsh  
Postal address: Avenue Herrmann-Debroux 2  
Town: Auderghem  
Postal code: 1160  
Country: Belgium  
For the attention of: Laure-Anne Luyckx  
E-mail: [yckx@marsh.com](mailto:yckx@marsh.com)

**Tenders or requests to participate must be submitted:** the abovementioned address

**I.2. Type of the contracting authority**

Regional or local authority

**I.3. Main activity**

General public services

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

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## **II.1. Description**

### **II.1.1. Title attributed to the contract by the contracting authority**

Marché des assurances.

### **II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 6: Financial services a) Insurances services b) Banking and investment services

NUTS code BEZZ Extra-Regio NUTS 2

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

The notice involves a public contract

### **II.1.4. Information about framework agreement**

### **II.1.5. Short description of the contract or purchase(s)**

Renouvellement du portefeuille d'assurances du parlement de la communauté française.

### **II.1.6. CPV code(s)**

66510000 Insurance services

### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

### **II.1.8. Lots**

This contract is divided into lots: no

### **II.1.9. Information about variants**

Variants will be accepted: yes

## **II.2. Scope of the procurement**

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

### **II.2.2. Information about options**

### **II.2.3. Information about renewals**

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

Duration in months: 48 (from the award of the contract)

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

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

#### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

#### **III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

#### **III.1.4. Contract performance conditions**

## **III.2. Conditions for participation**

### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

### **III.2.2. Economic and financial ability**

List and brief description of conditions: — afin de justifier sa capacité financière et économique, une déclaration concernant le chiffre d'affaires global (minimum 100 000 000 EUR) et le chiffre d'affaires concernant les services auxquels se réfère le marché, réalisés au cours des 3 derniers exercices (minimum 3 références dans des entités publiques ou entreprise privée d'égale ou de plus grande importance (min 250 000 EUR annuels).

### **III.2.3. Technical and professional ability**

List and brief description of conditions:

Le soumissionnaire est tenu de joindre à son offre sous peine d'exclusion:

— une attestation FSMA.

Afin de justifier sa capacité technique, une liste des principaux services exécutés au cours des 3 derniers exercices dans le secteur public, indiquant le montant des primes estimées, la date et l'identité des pouvoirs publics concernés (minimum 3 références dans des villes, communes ou entités publiques d'égale ou de plus grande importance).

— les titres d'études et professionnels du prestataire de services et/ou des cadres de l'entreprise (3 noms minimum pour le suivi administratif et 3 noms minimum pour la gestion des sinistres); un gestionnaire sinistre attiré devra être désigné pour la police couvrant l'hospitalisation,

— en cas de sous-traitance, l'identité du ou des sous-traitant(s), la part du marché sous-traitée et communique le curriculum vitae du ou de sous-traitants ainsi que la liste de leurs références en rapport avec la part du marché qui lui ou leur confiée.

Minimum level(s) of standards possibly required:

Classe: N/A, catégorie: N/A.

### **III.2.4. Information about reserved contracts**

## **III.3. Conditions specific to services contracts**

### **III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: yes

Reference to the relevant law, regulation or administrative provision: Seules les compagnies d'assurances pratiquant les branches décrites dans le marché peuvent participer.

Les candidatures des courtiers en assurances et des consultants ne seront pas prises en considération.

Les compagnies ne peuvent remettre offre en collaboration avec un courtier ou consultant.

### **III.3.2. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

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

Open

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

#### **IV.2. Award criteria**

##### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

##### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

#### **IV.3. Administrative information**

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

MARSH-Parlement Comm. française-F02\_0

##### **IV.3.2. Previous publication concerning this procedure**

##### **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: 3.4.2017 - 10:33

Payable documents: no

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

18.4.2017 - 10:00

##### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

##### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

French.

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

Duration in days: 180 (from the date stated for receipt of tender)

##### **IV.3.8. Conditions for opening of tenders**

Date: 18.4.2017 - 10:00

Place:

Hôtel de Ligne, salle Panoramique 2<sup>ème</sup> étage — Rue Royale 72 — 1000 Bruxelles

#### **Section VI: Complementary information**

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

##### **VI.2. Information about European Union funds**

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

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

##### **VI.4.1. Review body**

Official name: Conseil d'État

Postal address: Rue de la Science 33

Town: Bruxelles  
Postal code: 1040  
Country: Belgium

**VI.4.2. Review procedure**

**VI.4.3. Service from which information about the review procedure may be obtained**

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

21.2.2017