

Belgium-Brussels: Stakeholders representation services

OJ S 30/2023 10/02/2023

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Mobiliteit en Openbare Werken, Agentschap Wegen en Verkeer

National registration number: 0316.380.841_16710

Postal address: Koning Albert II-laan 20 bus 4

Town: Brussel

NUTS code: BE100 Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad

Postal code: 1000

Country: Belgium

Contact person: Jessica Schoffelen

E-mail: aanbesteding.contracten.awv@mow.vlaanderen.be**Internet address(es):**Main address: www.wegenenverkeer.beAddress of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=472021>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=472021>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://eten.publicprocurement.be/etendering/viewWorkspacesBasedOnExtUrl.do?wsName=AWV-AWV%2FINV%2F2022%2F1-F02>**I.4. Type of the contracting authority**

Regional or local agency/office

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement**II.1.1. Title**Raamovereenkomst voor organisatie van participatie bij infrastructuurprojecten in Vlaanderen
Perceel 1: Wegen en Verkeer Limburg Perceel 2: Wegen en Verkeer Vlaams Brabant Perceel 3: Wegen en Verkeer Antwerpen Perceel 4: Wegen en Verkeer Oost-Vlaanderen Perceel 5: Wegen en Verkeer West-Vlaanderen

Reference number: AWV-AWV/INV/2022/1-F02_0

II.1.2. Main CPV code

79112100 Stakeholders representation services

II.1.3. Type of contract

Services

II.1.4. Short description

De opdrachtnemers staan in eerste plaats de participatiemanagers van AWW bij in het bepalen van participatieprocessen binnen de projecten die zich aandienen (AWW zal bestellingen geven voor specifieke projecten). De opdrachtnemers zullen voor ieder participatietraject een coherente procesarchitectuur uitwerken en vervolgens de uitrol van die procesarchitectuur begeleiden. Bij de begeleiding van participatietrajecten op het terrein zullen de opdrachtnemers een bemiddelende rol spelen met het oog op een constructieve samenwerking.

Er wordt van de opdrachtnemers expertise verwacht op het vlak van stakeholderanalyse en participatiemethodieken, het opzetten van een procesarchitectuur in functie van de doelstelling van het planningsproces, het faciliteren van participatie in kleine én grote groepen, het communiceren en werken met diverse doelgroepen en het capteren van alle verkregen informatie tijdens het proces. Ook wordt er expertise verwacht in het opzetten van digitale participatiemomenten.

Het is van primordiaal belang om in participatietrajecten en communicatie met het publiek bevattelijk, wervend beeldmateriaal te gebruiken. De opdrachtnemer staat ervoor in om met het betrokken studiebureau samen het nodige beeldmateriaal te ontwikkelen, afgestemd op het doelpubliek.

Teksten die betrekking hebben op de participatietrajecten (bijv. voor webpagina's, nieuwsbrieven, folders, etc. over de plannen-in-opmaak) of eruit voortkomen (bijv. verslagen van participatiemomenten) kunnen geschreven worden door de opdrachtnemers van de onderhavige opdracht. Als er vervolgens op basis van die teksten afgeleide teksten (bijv. een persbericht of een bewonersbrief) moeten worden geschreven, zal de opdrachtnemer gevraagd worden om dit voor te bereiden.

De opdrachtnemers van de onderhavige opdracht kunnen samen met de technische studiebureaus participatiemomenten voorbereiden en de volledige organisatie ervan coördineren. De opdrachtnemers zullen ook de communicatie over de participatie plannen en uitvoeren,

De diensten omvatten niet-limitatief:

- strategisch advies
- voorbereiding en uitvoering van een participatiemoment
- procescommunicatie

Voor een uitgebreide omschrijving van het voorwerp van de opdracht wordt verwezen naar de technische bepalingen.

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: yes
Tenders may be submitted for all lots

II.2. Description

II.2.1. Title

Perceel 1: Wegen en Verkeer Limburg
Lot No: 1

II.2.2. Additional CPV code(s)

79311000 Survey services, 79311100 Survey design services, 79311200 Survey conduction services, 79315000 Social research services, 79320000 Public-opinion polling services, 79416000 Public relations services, 79416100 Public relations management services, 79416200 Public relations consultancy services

II.2.3. Place of performance

NUTS code: BE2 Vlaams Gewest

Main site or place of performance: Vlaanderen

II.2.4. Description of the procurement

organisatie van participatie bij infrastructuurprojecten in Vlaanderen

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

duurtijd 1 kalenderjaar, 1 keer verlengbaar

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**II.2. Description****II.2.1. Title**

Perceel 2: Wegen en Verkeer Vlaams Brabant

Lot No: 2

II.2.2. Additional CPV code(s)

79311000 Survey services, 79311100 Survey design services, 79311200 Survey conduction services, 79315000 Social research services, 79320000 Public-opinion polling services, 79416000 Public relations services, 79416100 Public relations management services, 79416200 Public relations consultancy services

II.2.3. Place of performance

NUTS code: BE2 Vlaams Gewest

Main site or place of performance: Vlaanderen

II.2.4. Description of the procurement

organisatie van participatie bij infrastructuurprojecten in Vlaanderen

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

duurtijd 1 kalenderjaar, 1 keer verlengbaar

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**II.2. Description****II.2.1. Title**

Perceel 3: Wegen en Verkeer Antwerpen

Lot No: 3

II.2.2. Additional CPV code(s)

79311000 Survey services, 79311100 Survey design services, 79311200 Survey conduction services, 79315000 Social research services, 79320000 Public-opinion polling services, 79416000 Public relations services, 79416100 Public relations management services, 79416200 Public relations consultancy services

II.2.3. Place of performance

NUTS code: BE2 Vlaams Gewest

Main site or place of performance: Vlaanderen

II.2.4. Description of the procurement

organisatie van participatie bij infrastructuurprojecten in Vlaanderen

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

duurtijd 1 kalenderjaar, 1 keer verlengbaar

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

II.2. Description

II.2.1. Title

Perceel 4: Wegen en Verkeer Oost-Vlaanderen
Lot No: 4

II.2.2. Additional CPV code(s)

79311000 Survey services, 79311100 Survey design services, 79311200 Survey conduction services, 79315000 Social research services, 79320000 Public-opinion polling services, 79416000 Public relations services, 79416100 Public relations management services, 79416200 Public relations consultancy services

II.2.3. Place of performance

NUTS code: BE2 Vlaams Gewest
Main site or place of performance: Vlaanderen

II.2.4. Description of the procurement

organisatie van participatie bij infrastructuurprojecten in Vlaanderen

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

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

Duration in months: 12
This contract is subject to renewal: yes
Description of renewals:
duurtijd 1 kalenderjaar, 1 keer verlengbaar

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

II.2. Description

II.2.1. Title

Perceel 5: Wegen en Verkeer West-Vlaanderen

Lot No: 5

II.2.2. Additional CPV code(s)

79311000 Survey services, 79311100 Survey design services, 79311200 Survey conduction services, 79315000 Social research services, 79320000 Public-opinion polling services, 79416000 Public relations services, 79416100 Public relations management services, 79416200 Public relations consultancy services

II.2.3. Place of performance

NUTS code: BE2 Vlaams Gewest

Main site or place of performance: Vlaanderen

II.2.4. Description of the procurement

organisatie van participatie bij infrastructuurprojecten in Vlaanderen

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

duurtijd 1 kalenderjaar, 1 keer verlengbaar

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**

III.1. Conditions for participation**III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

zie bestek AWW/INV/2022/1

III.1.2. Economic and financial standing

List and brief description of selection criteria:

zie bestek AWW/INV/2022/1

III.1.3. Technical and professional ability

List and brief description of selection criteria:

zie bestek AWW/INV/2022/1

Minimum level(s) of standards possibly required:

Klasse: N/A, Categorie: N/A

Section IV: Procedure

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 In the case of framework agreements, provide justification for any duration exceeding 4 years:

Binnen deze raamovereenkomst worden maximum 2 bureaus per perceel aangesteld

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

The procurement is covered by the Government Procurement Agreement: yes

IV.2. Administrative information

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

Date: 14/03/2023 Local time: 10:00

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

Dutch

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

Duration in months: 4 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 14/03/2023 Local time: 10:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Raad van State

Postal address: Wetenschapsstraat 33

Town: BRUSSEL

Postal code: 1040

Country: Belgium

VI.4.2. Body responsible for mediation procedures

Official name: Raad van State

Postal address: Wetenschapsstraat 33

Town: BRUSSEL

Postal code: 1040

Country: Belgium

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

Official name: Raad van State

Postal address: Wetenschapsstraat 33

Town: BRUSSEL

Postal code: 1040

Country: Belgium

VI.5. Date of dispatch of this notice

06/02/2023