

**Spain-Palma de Mallorca: Office-support services**

OJ S 51/2021 15/03/2021

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Consejería de Asuntos Sociales y Deportes

National registration number: S0711001H

Postal address: Plaza de la Drassana, 4

Town: Palma de Mallorca

NUTS code: ES532 Mallorca

Postal code: 07012

Country: Spain

Contact person: Bernat Suau

E-mail: [bsuau@sgsersoc.caib.es](mailto:bsuau@sgsersoc.caib.es)

Telephone: +34 971177200

Fax: +34 971784014

**Internet address(es):**

Main address: <https://contractaciondelestado.es>

Address of the buyer profile: <https://contractaciondelestado.es>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://contractaciondelestado.es>

Additional information can be obtained from the abovementioned address

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

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

Regional or local authority

**I.5. Main activity**

Social protection

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**Section II: Object**

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

**II.1.1. Title**

Contrato de servicio de digitalización, validación y grabación de datos de expedientes de la Consejería de Asuntos Sociales y Deportes

Reference number: CONTR 2021/2033

**II.1.2. Main CPV code**

79500000 Office-support services

**II.1.3.**

## **Type of contract**

Services

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

Contrato, reservado a la participación de Centros Especiales de Empleo de Iniciativa Social, de servicio de digitalización, validación y grabación de datos de expedientes de la Consejería de Asuntos Sociales y Deportes, destinado conseguir el apoyo necesario en la gestión ordinaria de tareas de digitalización, validación y grabación de datos de expedientes de la Consejería, para evitar retrasos en la tramitación de expedientes.

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

Value excluding VAT: 455 732,20 EUR

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

This contract is divided into lots: no

## **II.2. Description**

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

NUTS code: ES53 Illes Balears

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

Contrato, reservado a la participación de Centros Especiales de Empleo de Iniciativa Social, de servicio de digitalización, validación y grabación de datos de expedientes de la Consejería de Asuntos Sociales y Deportes, destinado conseguir el apoyo necesario en la gestión ordinaria de tareas de digitalización, validación y grabación de datos de expedientes de la Consejería, para evitar retrasos en la tramitación de expedientes.

### **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**

Value excluding VAT: 455 732,20 EUR

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

Duration in months: 24

This contract is subject to renewal: yes

Description of renewals:

El contrato podrá prorrogarse hasta un máximo de veinticuatro meses. La prórroga se acordará por el órgano de contratación y será obligatoria para el contratista, siempre que el preaviso se produzca al menos con dos meses de antelación a la finalización del plazo de duración del contrato.

### **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.1.2. Economic and financial standing

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

#### III.1.5. Information about reserved contracts

The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons

## 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

#### 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: 09/04/2021 Local time: 14:00

#### 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

Spanish

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

Date: 12/04/2021 Local time: 13:00

## Section VI: Complementary information

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### VI.1. Information about recurrence

This is a recurrent procurement: no

### VI.2. Information about electronic workflows

Electronic invoicing will be accepted

### VI.3. Additional information

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: Tribunal Administrativo Central de Recursos Contractuales

Town: Madrid  
Country: Spain

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

10/03/2021