

B-Dour: Insurance services
OJ S 89/2013 08/05/2013
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Commune de Dour
Postal address: Grand'Place 1
Town: Dour
Postal code: 7370
Country: Belgium
Contact person: Collège communal de Dour
Telephone: +32 65761810
Fax: +32 65652109

Internet address(es):

Address of the buyer profile: http://marchespublics.wallonie.be/fr/index.html?ID_AVIS=400924

Additional information can be obtained from:

Official name: Administration communale de Dour - service du personnel
Postal address: Grand Place 1
Town: Dour
Postal code: 7370
Country: Belgium
For the attention of: Catherine Denis
E-mail: catherine.denis@communedour.be
Telephone: +32 65761829

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

the abovementioned address

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

I.2. Type of the contracting authority

Other: Administration communale

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

II.1. Description

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

Conclusion de divers contrats d'assurances pour la Commune de Dour (lot1: assurance dommages matériels, lot 2: assurance responsabilité civile, lot 3: assurance accidents du travail, lot 4: assurances véhicules automoteurs, lot 5: assurance hospitalisation).

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

Main site or place of performance: Administration communale de Dour.

NUTS code BE32 Prov. Hainaut

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)

Conclusion de divers contrats d'assurances pour la Commune de Dour.

Lot 1: assurances dommages matériels (volet 1: assurance dommages matériels incendie et périls connexes - volet 2: assurances tous risques électronique et informatique)

Lot 2: assurances responsabilité civile (volet 1: assurance responsabilité civile générale - volet 2: assurances responsabilité civile scolaire (RC+ individuelle) - volet 3: assurance responsabilité civile objective)

Lot 3: assurances accidents du travail (volet 1 et 1bis: assurance accident du travail et excédent accidents du travail (base loi 67)- volet 2: assurance accidents divers(base loi 67)

Lot 4: assurances véhicules automoteurs (volet 1: assurance responsabilité civil-protection juridique-omnium - volet 2: assurance omnium missions)

Lot 5: assurance hospitalisation

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: yes

Tenders may be submitted for one or more lots

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

Options: no

II.2.3. Information about renewals

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

Start 1.1.2014. Completion 31.12.2017

Information about lots

Lot No: 1

Lot title: Assurances dommages matériels

1)

Short description

volet 1:assurance dommage matériels incendie et périls connexe - volet 2: assurance tous risques électronique et informatique

2) CPV code(s)

66510000 Insurance services

3) Quantity or scope**4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 2

Lot title: Assurances responsabilité civile

1) Short description

volet 1: assurance responsabilité civile générale, volet 2: assurance responsabilité civile scolaire (RC+individuelle), volet 3:assurance responsabilité civile objective

2) CPV code(s)

66516000 Liability insurance services

3) Quantity or scope**4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 3

Lot title: Lot 3:Assurances accidents du travail

1) Short description

volet 1 et 1bis: assurance accident du travail et excédent accidents du travail (base loi 67)-
volet 2:assurance accidents divers (base loi 67)

2) CPV code(s)

66512100 Accident insurance services

3) Quantity or scope**4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 4

Lot title: Lot 4: Assurances véhicules automoteurs

1) Short description

volet 1: assurance automobiles - volet 2: assurance omnium missions

2) CPV code(s)

66514110 Motor vehicle insurance services

3) Quantity or scope**4) Indication about different time frame or duration****5) Additional information about lots**

Lot No: 5

Lot title: Assurance hospitalisation

1) Short description

2) CPV code(s)

66510000 Insurance services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

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

The performance of the contract is subject to particular conditions: no

III.2. Conditions for participation

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

List and brief description of conditions: – un extrait récent du casier judiciaire

– en application des articles 69 et 90 de l'A.R. du 08/01/1996, l'Administration communale vérifiera, via l'application digiflow, si le soumissionnaire est en règle en matière de cotisations sociales et relative à l'avant-dernier trimestre civil écoulé par rapport à la date ultime de dépôt des offres e son état de non-faillite

– une attestation récente émanant de l'Administration des Contributions directes

– une attestation récente émanant de l'Administration de la TVA

III.2.2. Economic and financial ability

List and brief description of conditions: Une déclaration bancaire établie sur base du modèle figurant en annexe 2 de la circulaire du 21 mai 2001 relative à la sélection qualitative des entrepreneurs, des fournisseurs et des prestataires de services (Moniteur belge du 18/07 /2001, p. 24.533).

III.2.3. Technical and professional ability

List and brief description of conditions:

– la liste des principaux services équivalents ou similaires exécutés au cours des 3 dernières années, indiquant le montant, la date et leurs destinataires publics ou privés

– une attestation d'agrément délivrée par les autorités compétentes du pays dans lequel est établi le siège social du soumissionnaire établissant que l'assureur est agréé pour la ou les branches d'assurance spécifiques pour lesquelles une offre a été déposée

– un document d'où il ressort qu'il dispose d'une filiale ou d'une représentation suffisante en Belgique

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: no

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: no

Section IV: Procedure

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

508/2013.04

IV.3.2. Previous publication concerning this procedure

Prior information notice

Notice number in the OJ S: [2013/S 47-076181](#) of 7.3.2013

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: 13.6.2013 - 14:00

Payable documents: yes

Price: 15,00 EUR

Terms and method of payment: Les documents peuvent être obtenus sur présentation ou après réception du virement ou du versement du prix des documents à la SA Dexia Banque n° 091-0003759-05. Ceux-ci seront uniquement disponibles sur papier. Les paiements en espèces ne seront pas acceptés. Le virement devra obligatoirement porter la mention: "Conclusion de divers contrats d'assurances".

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

13.6.2013 - 14:00

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: 13.6.2013 - 14:00

Place:

Administration communale de Dour - Complexe administratif et culturel - Cafétéria - Grand Place 1 (Entrée par la rue du Marché, 1) à 7370 Dour.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: La séance d'ouverture des offres est publique.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

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

VI.3. Additional information

Point IV.3.7: le délai d'engagement des soumissionnaires prend cours le lendemain du jour de l'ouverture des offres et non à compter de la date limite de réception des offres.

VI.4. Procedures for review

VI.4.1. Review body

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

3.5.2013