

Netherlands-Amsterdam: Reception services
OJ S 99/2016 25/05/2016
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Altra Centraal Bureau en Altra Jeugd- en Opvoedhulp

National registration number: 81785084

Postal address: Rode Kruisstraat 32

Town: Amsterdam

Postal code: 1025 KN

Country: Netherlands

For the attention of: Violette Krouwel

E-mail: violette.krouwel@vfm.nl

Telephone: +31 302735070

Internet address(es):

General address of the contracting authority: <http://www.altra.nl>

Electronic access to information: <https://www.tenderned.nl:443/tenderned-web/aankondiging/detail/samenvatting.xhtml?aankondigingId=81965>

Electronic submission of tenders and requests to participate: <https://www.tenderned.nl:443/tenderned-web/aankondiging/detail/samenvatting.xhtml?aankondigingId=81965>

Additional information can be obtained from:

the abovementioned address

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

Body governed by public law

I.3. Main activity

Education

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

Uitbesteding receptiedienstverlening.

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

Services

Service category No 27: Other services

Main site or place of performance: Amsterdam.
NUTS code NL Nederland

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)

Altra is als organisatie voortdurend in beweging. Een belangrijke ontwikkeling die is ingezet, richt zich op de vraag welke diensten in eigen beheer, met eigen medewerkers, worden uitgevoerd en welke werkzaamheden eventueel uitbesteed kunnen worden aan marktpartijen. Naar aanleiding van een business case is het besluit genomen om de receptiedienstverlening van 2 kernlocaties uit te besteden.

Altra is voornemens een dienstverleningsovereenkomst te sluiten met 1 inschrijver voor de uitbesteding van de receptiediensten. De looptijd van de overeenkomst zal 3 jaar met 3 optie jaren zijn. De geplande ingangsdatum van de overeenkomst is 1.10.2016.

II.1.6. CPV code(s)

79992000 Reception services

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

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

De omvang van de opdracht wordt bepaald aan de hand van de in te zetten uren. De werktijden zijn maandag tot en met vrijdag van 8:45 tot 17:15 uur op 2 locaties, met bezetting van 1 medewerker.

II.2.2. Information about options

Options: yes

Description of options: De looptijd van de overeenkomst is 3 jaar met 3 optie jaren.

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 3

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

Start 1.10.2016. Completion 30.9.2019

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: Eis: Uitsluitingsgronden.

Beschrijving: Zie aanbestedingsleidraad.

Toelichting op bewijsstuk: Zie aanbestedingsleidraad.

III.2.2. Economic and financial ability

List and brief description of conditions: Eis: Financieel economische draagkracht.

Toelichting op bewijsstuk: Zie aanbestedingsleidraad.

Minimum level(s) of standards possibly required: Beschrijving: Zie aanbestedingsleidraad.

III.2.3. Technical and professional ability

List and brief description of conditions:

Eis: Technische bekwaamheid.

Toelichting op bewijsstuk: Zie aanbestedingsleidraad.

Minimum level(s) of standards possibly required:

Beschrijving: Zie aanbestedingsleidraad.

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

IV.3.2. Previous publication concerning this procedure

no

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: 1.7.2016 - 11:59

Payable documents: no

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

1.7.2016 - 12:00

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

Dutch.

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

Duration in days: 120 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 1.7.2016 - 12:01

Persons authorised to be present at the opening of tenders: no

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

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Zie aanbestedingsleidraad.

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

VI.5. Date of dispatch of this notice

20.5.2016

