

**Finland-Kotka: Travel agency and similar services**

OJ S 115/2014 18/06/2014

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Seutuhankinta

Postal address: Mussalontie 428 F

Town: Kotka

Postal code: FI-48310

Country: Finland

E-mail: [hankinnat@seutuhankinta.fi](mailto:hankinnat@seutuhankinta.fi)

Telephone: +358 405709811

**Tenders or requests to participate must be submitted:** Official name: SeutuhankintaInternet address: <https://tarjouspalvelu.fi/seutuhankinta/?id=19548&tpk=ed4b1a07-1236-42c8-a1d7-21ea9dbbf78f>**I.2. Type of the contracting authority****I.3. Main activity****I.4. Contract award on behalf of other contracting authorities****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**

Matkatoimistopalvelut.

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

Services

NUTS code

**II.1.3. Information about a framework agreement or a dynamic purchasing system****II.1.4. Information about framework agreement****II.1.5. Short description of the contract or purchase(s)**

Tarjouspyyntö koskee kotimaisten ja ulkomaisten virka- ja työmatkojen järjestelyyn liittyviä matkatoimistopalveluja.

Sopimusaika 1.9.2014–31.8.2018

Huom! Ilmoituksen lisätiedot löytyvät Tarjouspalvelu.fi -toimittajaportaalista. Myös tarjouksen /osallistumishakemuksen lähetys tehdään tätä kautta. Suoran linkin ilmoituksen lisätietoihin löydät tästä Hilma-ilmoituksesta:

<https://tarjouspalvelu.fi/seutuhankinta/?id=19548&tpk=ed4b1a07-1236-42c8-a1d7-21ea9dbbf78f>**II.1.6. CPV code(s)**

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

**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**

**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**

**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**

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

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

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

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

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

**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**
  - 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**
  - IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**
  - IV.3.4. Time limit for receipt of tenders or requests to participate**  
25.7.2014 - 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**  
Finnish.
  - IV.3.7. Minimum time frame during which the tenderer must maintain the tender**
  - IV.3.8. Conditions for opening of tenders**

## **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**
  - 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**  
13.6.2014