

Belgium-Clavier: Insurance services
OJ S 115/2016 16/06/2016
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Commune de Clavier
Postal address: Rue Forville 1
Town: Clavier
Postal code: 4560
Country: Belgium
For the attention of: Monsieur Marc Lekeux
E-mail: marc.lekeux@clavier.be
Telephone: +32 86349438
Fax: +32 86349449

Internet address(es):

General address of the contracting authority: www.clavier.be
Electronic access to information: <http://cloud.3p.eu/Downloads/1/358/9C/2015>

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:

Official name: Vous pouvez obtenir les documents via l'url suivant
Internet address: <http://cloud.3p.eu/Downloads/1/358/9C/2015>

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

I.2. Type of the contracting authority

Regional or local authority

I.3. Main activity

General public services

I.4. Contract award on behalf of other contracting authorities

Section II: Object of the contract

II.1. Description

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

Appel à demandes de participation — Marché de services « Conclusion des divers contrats d'assurances de l' Administration communale de Clavier».

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 Clavier, Forville,1 à 4560 Clavier.

NUTS code BE331 Arr. Huy

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)

Marché de services « Conclusion des divers contrats d'assurances de l' Administration communale de Clavier».

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: 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

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 48 (from the award of the contract)

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: Par le seul fait de participer à la procédure de passation du marché, le soumissionnaire atteste qu'il ne se trouve pas dans un des cas d'exclusion visés aux articles 20 §§1 et 1/1 de la loi du 15 juin 2006 relative aux marchés publics et certains marchés de travaux, fournitures et de services et articles 61 à 66 de l'arrêté royal du 15 juillet 2011 relatif à la passation des marchés publics dans les secteurs classiques. De plus, le pouvoir adjudicateur procédera, via l'application «DIGIFLOW» (ONSS, TVA, DETTES FISCALES ET NON-FAILLITE) à la vérification de la situation des soumissionnaires. Le candidat joindra à son offre, un document émanant de l'autorité compétente attestant que le soumissionnaire est agréé pour la ou les branches d'assurances pour lesquelles une offre est déposée.

III.2.2. Economic and financial ability

List and brief description of conditions: Afin de justifier sa capacité financière et économique, le soumissionnaire communique une déclaration concernant le chiffre d'affaires global et le chiffre d'affaires du domaine d'activités faisant l'objet du marché au cours des trois derniers exercices disponibles en fonction de la date de création ou du début d'activités du candidat ou soumissionnaire, dans la mesure où les informations sur ces chiffres d'affaires sont disponibles.

III.2.3. Technical and professional ability

List and brief description of conditions:

Afin de justifier sa capacité technique, le soumissionnaire communique une liste des principaux services exécutés au cours des trois dernières années dans le secteur public, indiquant le montant des primes estimées, la date et l'identité des pouvoirs publics concernés.

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

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) no

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 3

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Criteria below

1. * CRITERES D'ATTRIBUTION
2. Prix. Weighting 50
3. Services compris dans la prime. Weighting 45
4. Amélioration des garanties. Weighting 5

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

2016/29/BO/ML

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: 22.7.2016 - 23:59

Payable documents: yes

Price: 0,00 EUR

Terms and method of payment: Cahier spécial des charges
Gratuit.

Obtention du CSCH via le Service Achat, par courrier ou mail.

Monsieur Marc Lekeux

Responsable Service Achat

marc.lekeux@clavier.be.

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

2.8.2016 - 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

French.

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

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

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

VI.5. Date of dispatch of this notice

13.6.2016