

**Belgium-Brussels: Archiving services**

OJ S 81/2021 27/04/2021

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Union nationale des mutualités libres

National registration number: 0411.766.483\_29410

Postal address: Route de Lennik 788 A

Town: Bruxelles

NUTS code: BE Belgique / België

Postal code: 1070

Country: Belgium

E-mail: [procurement.services@mloz.be](mailto:procurement.services@mloz.be)

**Internet address(es):**

Main address: <https://www.mloz.be>

Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=408473>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=408473>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: [https://eten.publicprocurement.be/etendering/viewWorkspacesBasedOnExtUrl.do?wsName=MLOZ-2020\\_036-F02](https://eten.publicprocurement.be/etendering/viewWorkspacesBasedOnExtUrl.do?wsName=MLOZ-2020_036-F02)

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: <https://enot.publicprocurement.be/enot-war/displayForum.do?forumId=35872>

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

Other type: Organisme mutualiste

**I.5. Main activity**

Health

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**Section II: Object**

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

**II.1.1. Title**

Archivage physique de dossiers

Reference number: MLOZ-2020\_036-F02\_0

**II.1.2. Main CPV code**

79995100 Archiving services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Le présent marché a pour objet la prise en charge et la gestion de boîtes d'archives contenant les dossiers au format papier du PA.

**II.1.5. Estimated total value****II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description****II.2.2. Additional CPV code(s)**

72512000 Document management services, 72317000 Data storage services, 92512000 Archive services, 79951000 Seminar organisation services, 92512100 Archive destruction services

**II.2.3. Place of performance**

NUTS code: BE Belgique / België

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

Le présent marché a pour objet la prise en charge et la gestion de boîtes d'archives contenant les dossiers au format papier du PA.

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

Duration in months: 72

This contract is subject to renewal: no

**II.2.10. Information about variants**

Variants will be accepted: no

**II.2.11. Information about options**

Options: yes

Description of options:

Option obligatoire 1: assistance au nettoyage des archives.

Option obligatoire 2: profil manutention.

Option obligatoire 3: profil consultant.

**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

## 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

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

#### 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: 31/05/2021 Local time: 11:00

#### 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

French, Dutch

#### IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

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

Date: 31/05/2021 Local time: 11:00

## Section VI: Complementary information

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### VI.1. Information about recurrence

This is a recurrent procurement: no

### VI.3. Additional information

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: Tribunal de première instance de Bruxelles (section civile)

Postal address: Rue des Quatre Bras 13

Town: Bruxelles

Postal code: 1000

Country: Belgium

**VI.4.2. Body responsible for mediation procedures**

Official name: Tribunal de première instance de Bruxelles (section civile)

Postal address: Rue des Quatre Bras 13

Town: Bruxelles

Postal code: 1000

Country: Belgium

**VI.4.4. Service from which information about the review procedure may be obtained**

Official name: Greffe central/Palais de justice

Postal address: Place Poelaert 1

Town: Bruxelles

Postal code: 1000

Country: Belgium

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

22/04/2021