

**B-Liège: Printed books, brochures and leaflets**

**OJ S 122/2013 26/06/2013**

**Contract notice**

**Supplies**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Province de Liège - Collège provincial

Postal address: Rue Georges Clémenceau 15

Town: Liège

Postal code: 4000

Country: Belgium

Contact person: Direction générale transversale

For the attention of: Madame Ch. Puts

E-mail: [chantal.puts@provincedeliege.be](mailto:chantal.puts@provincedeliege.be)

Telephone: +32 42202100

Fax: +32 42202101

**Internet address(es):**

General address of the contracting authority: [www.provincedeliege.be](http://www.provincedeliege.be)

Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=150655>

**Additional information can be obtained from:**

Official name: Province de Liège - Collège provincial

Postal address: Rue Georges Clémenceau 15

Town: Liège

Postal code: 4000

Country: Belgium

Contact person: Complexe provincial des Hauts Sarts

For the attention of: Monsieur Guy Frankignoul

E-mail: [guy.frankignoul@provincedeliege.be](mailto:guy.frankignoul@provincedeliege.be)

Telephone: +32 42565171

Fax: +32 42565171

Internet address: <http://www.provincedeliege.be>

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

Official name: Province de Liège - Collège provincial

Postal address: Rue Georges Clémenceau 15

Town: Liège

Postal code: 4000

Country: Belgium

Contact person: Direction générale transversale

For the attention of: Madame C. Bylyna

E-mail: [catherine.bylyna@provincedeliege.be](mailto:catherine.bylyna@provincedeliege.be)

Telephone: +32 42202237

Fax: +32 42202101

Internet address: <http://www.provincedeliege.be>

**Tenders or requests to participate must be submitted:** Official name: Province de Liège - Collège provincial  
Postal address: Rue Georges Clémenceau 15  
Town: Liège  
Postal code: 4000  
Country: Belgium  
Contact person: Direction générale transversale  
For the attention of: Madame Ch. Puts  
E-mail: [chantal.puts@provincedeliege.be](mailto:chantal.puts@provincedeliege.be)  
Telephone: +32 42202100  
Fax: +32 42202101  
Internet address: <http://www.provincedeliege.be>

**I.2. Type of the contracting authority**

Ministry or any other national or federal authority, including their regional or local subdivisions

**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

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**Section II: Object of the contract**

**II.1. Description**

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

Fourniture d'enveloppes pour les services de la Province de Liège.

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

Supplies

Purchase

NUTS code BE33 Prov. Liège

**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)**

Fourniture d'enveloppes pour les services de la Province de Liège.

**II.1.6. CPV code(s)**

22100000 Printed books, brochures and leaflets

**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: yes

Tenders may be submitted for one or more lots

**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**

### **II.2.3. Information about renewals**

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

Duration in months: 12 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Enveloppe américaine

#### **1) Short description**

Enveloppes américaines - sans fenêtre blanche - gommée - 114 x 229 mm - 80 gr/m2

#### **2) CPV code(s)**

30199230 Envelopes

#### **3) Quantity or scope**

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 2

Lot title: Enveloppe américaine

#### **1) Short description**

Enveloppes américaines - sans fenêtre blanche - strip - 114 x 229 mm - 80 gr/m2

#### **2) CPV code(s)**

30199230 Envelopes

#### **3) Quantity or scope**

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 3

Lot title: Enveloppes américaines

#### **1) Short description**

Enveloppes américaines - avec fenêtre blanche - gommée- 114 x 229 mm - 80 gr/m2

#### **2) CPV code(s)**

30199230 Envelopes

#### **3) Quantity or scope**

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 4

Lot title: Enveloppe américaine

#### **1)**

**Short description**

Enveloppes américaines - avec fenêtre blanche - strip - 114 x 229 mm - 80 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 5

Lot title: Enveloppe sac

**1) Short description**

Enveloppe sac- sans fenêtre blanche - gommée- 160 x 240 mm - 100 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 6

Lot title: Enveloppe sac

**1) Short description**

Enveloppe sac- sans fenêtre blanche - strip- 160 x 240 mm - 100 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 7

Lot title: Enveloppe sac

**1) Short description**

Enveloppe sac- sans fenêtre blanche - gommée - 229x 324 mm - 100 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 8

Lot title: Enveloppe sac

**1)**

**Short description**

Enveloppe sac- sans fenêtre blanche - strip- 229x 324 mm - 100 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 9

Lot title: Enveloppe sac

**1) Short description**

Enveloppe sac - sans fenêtre blanche - gommée - 280x 400 mm - 120 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 10

Lot title: Enveloppe sac

**1) Short description**

Enveloppe sac - sans fenêtre blanche - strip - 280x 400 mm - 120 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 11

Lot title: Enveloppe sac

**1) Short description**

Enveloppe sac - sans fenêtre blanche - strip - 175x 265mm - 100 gr/m2

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 12

Lot title: Enveloppe sac à 2 soufflets latéraux

**1)**

**Short description**

Enveloppe sac à 2 soufflets latéraux - fond en H - sans fenêtre - Kraft- blanche- strip - 229 x 324 mm - 120 gr/m2

**2) CPV code(s)**

30199230 Envelopes

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

Lot No: 13

Lot title: Enveloppe sac à 3 soufflets latéraux

**1) Short description**

Enveloppe sac à 3 soufflets latéraux - fond en H - sans fenêtre - Kraft- blanche- strip - 229 x 324 mm - 120 gr/m2

**2) CPV code(s)**

30199230 Envelopes

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

Lot No: 14

Lot title: Enveloppe

**1) Short description**

Enveloppe à ouverture latérale sur grand côté - sans fenêtre - blanche- gommée - 116 x 229 mm - 80gr/m2

**2) CPV code(s)**

30199230 Envelopes

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

Lot No: 15

Lot title: Enveloppe à ouverture latérale

**1) Short description**

Enveloppe à ouverture latérale sur grand côté - sans fenêtre - blanche- gommée - 229 x 324 mm - 90gr/m2

**2) CPV code(s)**

30199230 Envelopes

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

Lot No: 16

Lot title: Pochette d'expédition

**1) Short description**

Pochette d'expédition pour CD/DVD 178 X 184 mm

**2) CPV code(s)**

30199230 Envelopes

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

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**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**

Article 5 de l'annexe de l'AR du 26 septembre 1996.

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Article 15 de l'annexe de l'AR du 26 septembre 1996.

**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: Déclaration sur l'honneur établissant qu'il ne se trouve pas dans un des cas d'exclusion prévu par l'article 43 de l'AR du 8 janvier 1996.

Attestation ONSS (article 43bis de A.R. du 8 janvier 1996 - modifié par AR du 25 mars 1999).

**III.2.2. Economic and financial ability**

List and brief description of conditions: Une déclaration bancaire appropriée suivant modèle repris à la circulaire de Monsieur le premier ministre du 10 février 1998 (MB du 13 février 1998) de moins de 3 mois.

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

List and brief description of conditions:

— une liste de deux marchés exécutés au cours des 2 dernières années dans un domaine similaire ou équivalent au présent marché, avec attestation de satisfaction du client

— une déclaration OIT,

— interlocuteur unique parlant français.

— copie d'un label écologique de type I ou tout autre document permettant de prouver que les produits répondent aux spécifications écologiques exigées.

— échantillons gratuits, avec fiche technique, d'une boîte complète d'enveloppes minimum avec pattes rabattues pour chaque lot pour lequel il soumissionne

#### **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**

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**

Province de Liège - DGT-2013-06750-F02

##### **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: 25.7.2013 - 16:00  
Payable documents: no

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

30.7.2013 - 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: 120 (from the date stated for receipt of tender)

##### **IV.3.8. Conditions for opening of tenders**

Date: 30.7.2013 - 14:00

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

## **Section VI: Complementary information**

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### **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**

21.6.2013