

**Belgium-Meise: Archiving services**

OJ S 119/2016 22/06/2016

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Agentschap Plantentuin Meise

Postal address: Nieuwelaan 38

Town: Meise

Postal code: 1860

Country: Belgium

For the attention of: Verdickt Nathalie

E-mail: [nathalie.verdickt@plantentuinmeise.be](mailto:nathalie.verdickt@plantentuinmeise.be)

Telephone: +32 22600965

**Internet address(es):**General address of the contracting authority: [www.plantentuinmeise.be](http://www.plantentuinmeise.be)Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=240220>Electronic submission of tenders and requests to participate: <https://eten.publicprocurement.be/etendering/viewWorkspacesBasedOnExtUrl.do?wsName=APM-APM-2016-009-F02>**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**

Regional or local agency/office

**I.3. Main activity****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**

Dataregistratie van het Afrikaans Herbarium beheerd door het Agentschap Plantentuin Meise.

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

Services

NUTS code BE24 Prov. Vlaams-Brabant

**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)**

Dataregistratie van het Afrikaan Herbarium beheerd door het Agentschap Plantentuin Meise.

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

79995100 Archiving services

**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**

**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**

---

**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**

Minimum level(s) of standards possibly required:

Klasse: N/A, categorie: N/A.

**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

---

### 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

APM-APM-2016-009-F02\_0

#### IV.3.2. Previous publication concerning this procedure

#### 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: 1.8.2016 - 09:00

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

2.8.2016 - 09:00

#### 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

English. Dutch.

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

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

Date: 2.8.2016 - 9:00

## Section VI: Complementary information

---

### 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**

17.6.2016