

Estonia-Tallinn: Travel management services
OJ S 70/2023 07/04/2023
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Riigi Tugiteenuste Keskus
National registration number: 70007340
Postal address: Lökke tn 4
Town: Tallinn
NUTS code: EE Eesti
Postal code: 10122
Country: Estonia
Contact person: KAILI RÄTSEP
E-mail: hanked@rtk.ee
Telephone: +372 6631473
Internet address(es):
Main address: <http://www.rtk.ee>

I.1. Name and addresses

Official name: Riigikantselei
National registration number: 70004809
Postal address: Rahukohtu tn 3
Town: Tallinn
NUTS code: EE Eesti
Postal code: 15161
Country: Estonia
Contact person: KAILI RÄTSEP
E-mail: riigikantselei@riigikantselei.ee
Telephone: +372 6631473
Internet address(es):
Main address: <http://www.riigikantselei.ee>

I.2. Information about joint procurement

The contract involves joint procurement

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://riigihanked.riik.ee/rhr-web/#/procurement/5544180/general-info>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://riigihanked.riik.ee/rhr-web/#/procurement/5544180/tenders>

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

I.4.

Type of the contracting authority

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

I.5. Main activity

Economic and financial affairs

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Reisikorraldusteenuse osutamine Riigikantseleile

Reference number: 260571

II.1.2. Main CPV code

63516000 Travel management services

II.1.3. Type of contract

Services

II.1.4. Short description

Reisikorraldusteenuse osutamine Riigikantseleile. Eesmärk on eelkõige Eesti Vabariigist välja suunduva reiskorraldusteenuse pakkumine ja vajadusel ka siseriiklike reisiteenuste osutamine.

II.1.5. Estimated total value

Value excluding VAT: 4 000 000,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

63516000 Travel management services

II.2.3. Place of performance

NUTS code: EE Eesti

II.2.4. Description of the procurement

Reisikorraldusteenuse osutamine Riigikantseleile. Eesmärk on eelkõige Eesti Vabariigist välja suunduva reiskorraldusteenuse pakkumine ja vajadusel ka siseriiklike reisiteenuste osutamine.

II.2.5. Award criteria

Criteria below

Cost criterion - Name: Maksimaalne teenustasu protsent ostetava reisiteenuse maksumusest /
Weighting: 100.0

II.2.6. Estimated value

Value excluding VAT: 4 000 000,00 EUR

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

Duration in months: 36

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: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
yes

Identification of the project: Erinevad Euroopa Liidu vahenditest rahastatavad projektid.

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.3. Technical and professional ability

List and brief description of selection criteria:

Vaata hankepassist <https://riigihanked.riik.ee/rhr-web/#/procurement/5544180/procurement-passport> või alusdokumendist <https://riigihanked.riik.ee/rhr-web/#/procurement/5544180/documents?group=B>

Section IV: Procedure

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 several operators
Envisaged maximum number of participants to the framework agreement: 2

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: 04/05/2023 Local time: 10:00

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

Estonian

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

Duration in months: 5 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 04/05/2023 Local time: 11:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

Hankija ei jaga riigihanget osadeks ja sõlmib teenuse osutamiseks raamlepingu mitme pakkujaga. Riigihanke esemeks olevad teenused on olemuslikult omavahel seotud ja neid ei ole võimalik teenuste järjepidevuse ja tegevuste seotuse ning kooskõla tagamiseks üksteisest eraldada. Hankija soovib sõlmida raamlepingu terviklikku reisiteenust pakkuvate ettevõtetega, kelle poole saab tellija pöörduda erinevate reisiteenuste pakkumise hinnapäringutega. Osadeks jaotamine muudaks raamlepingu alusel tellitava teenuse tellimise hankija jaoks tehniliselt ülemäära keerukaks ja kulukaks, mistõttu võimaldab hanke osadeks jagamata jätmise rahaliste vahendite kokkuhoidu tugiteenuste arvelt ning tagab hankija rahaliste vahendite otstarbeka ja säästliku kasutamise.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Riigihangete vaidlustuskomisjon

Postal address: Tartu mnt 85

Town: Tallinn

Postal code: 10115

Country: Estonia

E-mail: vako@fin.ee

Telephone: +372 6113713

Internet address: <https://fin.ee/riigihanked-riigiabi-osalused-kinnisvara/riigihanked/vaidlustusmenetlus>

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

Official name: Riigihangete vaidlustuskomisjon

Postal address: Tartu mnt 85

Town: Tallinn

Postal code: 10115

Country: Estonia

E-mail: vako@fin.ee

Telephone: +372 6113713

Internet address: <https://fin.ee/riigihanked-riigiabi-osalused-kinnisvara/riigihanked/vaidlustusmenetlus>

VI.5. Date of dispatch of this notice

03/04/2023