

**Belgium-Haccourt: Insurance agency services**

**OJ S 121/2014 27/06/2014**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Commune d'Oupeye

Postal address: Rue des Ecoles 4

Town: Haccourt

Postal code: 4684

Country: Belgium

For the attention of: Monsieur David Schena

E-mail: [d.schena@oupeye.be](mailto:d.schena@oupeye.be)

Telephone: +32 42670697

Fax: +32 42670694

**Internet address(es):**

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

**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 authority

**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: yes

**Section II: Object of the contract**

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**II.1. Description**

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

Renouvellement du portefeuille d'assurances - marché groupé

**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: Commune d'Oupeye - ASBL communales - CPAS

NUTS code BE332 Arr. 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)**

Renouvellement du portefeuille d'assurances - marché groupé

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

66518200 Insurance agency 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: yes

Tenders may be submitted for one or more lots

**II.1.9. Information about variants**

Variants will be accepted: yes

**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**

Information about lots

Lot No: 1

Lot title: Assurance du patrimoine, des responsabilités, des accidents et véhicules

**1) Short description**

Assurance du patrimoine, des responsabilités, des accidents et véhicules

**2) CPV code(s)**

66518200 Insurance agency services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 2

Lot title: Protection juridique

**1) Short description**

Protection juridique

**2) CPV code(s)**

66518200 Insurance agency services

**3) Quantity or scope**

4) Indication about different time frame or duration

5) Additional information about lots

### 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

Néant

##### 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 sa remise d'offre, le candidat déclare implicitement sur l'honneur qu'il ne se trouve dans aucun des cas d'exclusion visés à l'article 61 de l'A.R. du 15 juillet 2011

Le pouvoir adjudicateur réclamera lui-même par voie électronique auprès des autorités compétentes que le candidat n'a pas de dettes fiscales, ni sociales.

##### III.2.2. Economic and financial ability

List and brief description of conditions: un certificat émis par l'autorité concernée indiquant les branches d'assurances pour lesquelles les prestataires sont agréés en Belgique.

Minimum level(s) of standards possibly required: Cf. Art .72 9°et 75 de l' A.R. du 15 juillet 2011

##### III.2.3. Technical and professional ability

##### 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

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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**

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 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**

SMP/RC/MR/DP/DS/14-034

##### **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: 18.8.2014

Payable documents: yes

Price: 50,00 EUR

Terms and method of payment: Cahier spécial des charges

Les documents peuvent être obtenus auprès de Madame Dominique Casman (demande obligatoire par téléphone au +33 42670695, par mail : [d.casman@oupeye.be](mailto:d.casman@oupeye.be) contre preuve de paiement de 50 EUR sur le compte n°BE69 0910 0044 1478 de la Commune d'Oupeye).

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

22.8.2014 - 11:00

##### **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: 180 (from the date stated for receipt of tender)

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

Date: 22.8.2014 - 11:00

Place:

Administration communale d'Oupeye, salle de réunion n° 1 rue des Écoles, 4 - 4684 Haccourt

#### **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**

Session d'information:

12.6.2014 à 14:00

Administration communale d'Oupeye, rue des Écoles 4 à 4684 Haccourt (salle R3).

**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**

23.6.2014