

Estonia-Tallinn: Travel management services
OJ S 82/2022 27/04/2022
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Vabariigi Presidendi Kantselei

National registration number: 74000234

Postal address: A. Weizenbergi tn 39

Town: Tallinn

NUTS code: EE Eesti

Postal code: 15050

Country: Estonia

Contact person: RIINA AASMA

E-mail: vpinfo@vpk.ee

Telephone: +372 5094272

Internet address(es):

Main address: <http://www.kadriorg.ee>

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/4448788/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/4448788/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

Other activity: põhiseadusliku institutsiooni teenindamine

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Reisikorraldusteenuste ostmine

Reference number: 249364

II.1.2. Main CPV code

63516000 Travel management services

II.1.3. Type of contract

Services

II.1.4. Short description

Koostöö hankijale vajalike reiside korraldamisel, sh reisikorraldusteenusteks peetavate teenuste osutamine hankijale vastavalt vajadusele nii Eestis kui ka mujal riikides

II.1.5. Estimated total value

Value excluding VAT: 700 000,00 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

Koostöö hankijale vajalike reiside korraldamisel, sh reisikorraldusteenusteks peetavate teenuste osutamine hankijale vastavalt vajadusele nii Eestis kui ka mujal riikides

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Kõrgetasemeliste (president, peaminister, Riigikogu juhatus), vähemalt kolmeliikmeliste delegatsioonide visiitide reisikorraldusteenuse pakkumise kogemus perioodil 01.04.20-31.03.22 / Weighting: 20.0

Quality criterion - Name: Näidisreisi pakkumus / Weighting: 40.0

Cost criterion - Name: Muude vahendatavate ja/või osutatavate teenustega seonduvad üld- või lisakulud vm sarnane maksimaalne tasu / Weighting: 10.0

Cost criterion - Name: Lennupileti broneerimise, vormistamise ja müügi vahendamise maksimaalne tasu / Weighting: 10.0

Cost criterion - Name: Majutuse broneerimise, vormistamise ja müügi maksimaalne tasu / Weighting: 10.0

Cost criterion - Name: Näidisreisi reisirõõmkindlustuse maksimaalne maksumus / Weighting: 10.0

II.2.6. Estimated value

Value excluding VAT: 700 000,00 EUR

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

Duration in months: 24

This contract is subject to renewal: yes

Description of renewals:

Lepingut võib uuendada raamlepingu projektis märgitud alusel

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:
no

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/4448788/procurement-passport> või alusdokumendist <https://riigihanked.riik.ee/rhr-web/#/procurement/4448788/documents?group=B>

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

Vastavalt raamlepingu projektile

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 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: 23/05/2022 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: 3 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 23/05/2022 Local time: 11:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

VI.2. Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

1. Hankija ei jaga riigihanget osadeks ja sõlmib teenuse osutamiseks raamlepingu ühe pakkujaga. Riigihanke esemeks olevad teenused on olemuslikult omavahel seotud ja neid ei ole võimalik teenuste järjepidevuse ja tegevuste seotuse ning kooskõla tagamiseks üksteisest eraldada. Osadeks jaotamine muudaks raamlepingu alusel tellitava teenuse tellimise hankija jaoks tehniliselt ülemäära keerukaks ja kulukaks, mistõttu tagab hanke osadeks jagamata jätmise mõistliku halduskoormuse ning rahaliste vahendite kokkuhoiu tugiteenuste arvelt ning tagab hankija ressursside, sh rahaliste vahendite otstarbeka ja säästliku kasutamise.

2. Riigihankes saavad osaleda ainult pakkujad või taotlejad, kelle elu- või asukoht on RHS § 3 p-s 2 nimetatud riigis (Eesti, mõni muu Euroopa Liidu liikmesriik, muu Euroopa Majanduspiirkonna lepinguriik või Maailma Kaubandusorganisatsiooni riigihankelepinguga ühinenud riik).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Riigihangete vaidlustuskomisjon

Postal address: Endla 13/Lõkke 5

Town: Tallinn

Postal code: 10122

Country: Estonia

E-mail: vako@fin.ee

Telephone: +372 6113713

Internet address: <http://www.fin.ee/riigihangete-poliitika>

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

Official name: Riigihangete vaidlustuskomisjon

Postal address: Endla 13/Lõkke 5

Town: Tallinn

Postal code: 10122

Country: Estonia

E-mail: vako@fin.ee

Telephone: +372 6113713

Internet address: <http://www.fin.ee/riigihangete-poliitika>

VI.5. Date of dispatch of this notice

22/04/2022