

**Netherlands-Hilversum: Administration software package**

OJ S 100/2018 29/05/2018

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Commissariaat voor de Media

Town: Hilversum

NUTS code: NL327 Het Gooi en Vechtstreek

Country: Netherlands

E-mail: [cvdM@cvdM.nl](mailto:cvdM@cvdM.nl)**Internet address(es):**Main address: <http://www.cvdM.nl>**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [https://portal.commerce-hub.com/index.cfm?action=sourcing:\\_\\_\\_requestform.subscribe&document=76DFA8FD-0D0D-F294-C98066CA34E9306C](https://portal.commerce-hub.com/index.cfm?action=sourcing:___requestform.subscribe&document=76DFA8FD-0D0D-F294-C98066CA34E9306C)

Additional information can be obtained from the abovementioned address

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

**I.4. Type of the contracting authority**

National or federal agency/office

**I.5. Main activity**

General public services

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Zaaksysteem t.b.v. het commissariaat voor de media

**II.1.2. Main CPV code**

48219300 Administration software package

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

De opdracht betreft:

- De aanschaf van licenties voor een Cloudapplicatie (bijvoorbeeld SaaS) voor een zaaksysteem ten behoeve van alle medewerkers (ongeveer 60) van het CvdM,
- De implementatie (o.a. migratie/conversie, opleiding/training en inrichting) van het zaaksysteem,

— Hosten, support, verder ontwikkelen, onderhoud en beheer van het zaakstelsel.

Het zaakstelsel dient minimaal de volgende functionaliteiten te bevatten:

- Zaakfunctionaliteit,
- Relatiebeheerfunctionaliteit,
- Document management/archieffunctionaliteit,
- Portalfunctionaliteit (voor externe gebruikers).

Daarnaast zijn enkele koppelingen gewenst.

Zie het programma van eisen en wensen (Bijlage 5) voor een uitgebreide uitwerking van het gevraagde zaakstelsel.

#### **II.1.5. Estimated total value**

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.3. Place of performance**

NUTS code: NL327 Het Gooi en Vechtstreek

#### **II.2.4. Description of the procurement**

Zaakstelsel.

#### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6. Estimated value**

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

3 keer 24 maanden

#### **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**

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#### **III.1. Conditions for participation**

##### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3.**

## **Technical and professional ability**

Selection criteria as stated in the procurement documents

### **Section IV: Procedure**

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#### **IV.1. Description**

##### **IV.1.1. Type of procedure**

Open procedure

##### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

##### **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: 05/07/2018 Local time: 12:00

##### **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**

Dutch

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

Duration in months: 4 (from the date stated for receipt of tender)

##### **IV.2.7. Conditions for opening of tenders**

Date: 05/07/2018 Local time: 12:30

### **Section VI: Complementary information**

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#### **VI.1. Information about recurrence**

This is a recurrent procurement: no

#### **VI.3. Additional information**

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: Rechtbank Den Haag

Town: Den Haag

Country: Netherlands

##### **VI.5. Date of dispatch of this notice**

25/05/2018