

**Netherlands-Veldhoven: Administrative educational services**  
**OJ S 98/2020 20/05/2020**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: SKOzok  
National registration number: 292100958  
Postal address: Pastoor Jansenplein 21  
Town: Veldhoven  
NUTS code: NL Nederland  
Postal code: 5504 BS  
Country: Netherlands  
Contact person: Paul Nijkamp  
E-mail: [p.nijkamp@key-quality.nl](mailto:p.nijkamp@key-quality.nl)  
Telephone: +31 613936930  
**Internet address(es):**  
Main address: <http://www.skozok.nl>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.tenderned.nl/tenderned-web/aankondiging/detail/publicatie/akid/824a18deb9a929daceaf1ee7ccacb5c7>  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted electronically via: <https://www.tenderned.nl/tenderned-web/aankondiging/detail/publicatie/akid/824a18deb9a929daceaf1ee7ccacb5c7>  
Tenders or requests to participate must be submitted to the abovementioned address

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

Body governed by public law

**I.5. Main activity**

Education

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**Section II: Object**

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

**II.1.1. Title**

Europese aanbesteding administratiekantoor

**II.1.2. Main CPV code**

75121000 Administrative educational services

**II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

Doel van deze aanbesteding is om een dienstverlener te contracteren die voor SKOzoK de financiële administratie, salarisadministratie en personeelsadministratie uitvoert.

#### **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: NL414 Zuidoost-Noord-Brabant

Main site or place of performance: Veldhoven

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

2.5.2 Personeel- & salarisadministratie

Op afdeling P&O werkt 3,02 fte. Dit is exclusief de salarisadministratie. De salarisadministratie wordt uitgevoerd door een externe partner.

2.5.3 Financiële administratie

Opdrachtgever heeft per heden 2,2 fte werkzaam binnen de afdeling Financiën.

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

Criteria below

Quality criterion - Name: Kwaliteit. / Weighting: 80

Price - Weighting: 20

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

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

Duration in months: 84

This contract is subject to renewal: yes

Description of renewals:

De initiële overeenkomst voor bepaalde tijd van drie jaar kan optioneel verlengd worden voor onbepaalde tijd, met een wederzijdse opzegtermijn van één jaar.

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: yes

Description of options:

Verlenging.

#### **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.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

— Geen crimineel verleden.

## **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: 25/06/2020 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: 3 (from the date stated for receipt of tender)

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

Date: 25/06/2020 Local time: 12:00

## **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 Bosch

Postal address: Leeghwaterlaan 8

Town: 's-Hertogenbosch

Postal code: 5223 BA

Country: Netherlands

E-mail: [info.rechtbankshertogenbosch@rechtspraak.nl](mailto:info.rechtbankshertogenbosch@rechtspraak.nl)

Internet address: <https://www.rechtspraak.nl/Organisatie-en-contact/Organisatie/Rechtbanken/Rechtbank-Oost-Brabant>

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

15/05/2020

