

**Belgium-Froidchapelle: Insurance services**  
**OJ S 137/2013 17/07/2013**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Commune de Froidchapelle  
Postal address: Place Albert 1er 38  
Town: Froidchapelle  
Postal code: 6440  
Country: Belgium  
For the attention of: Madame Anne Aelgoet  
E-mail: [anne.aelgoet@commune-froidchapelle.be](mailto:anne.aelgoet@commune-froidchapelle.be)  
Telephone: +32 60459141  
Fax: +32 60412145

**Internet address(es):**

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

**Additional information can be obtained from:**

Official name: Marsh SA  
Postal address: Boulevard du Souverain 2  
Town: Watermael-Boitsfort  
Postal code: 1170  
Country: Belgium  
For the attention of: Monsieur Bruno Ghilardi  
E-mail: [bruno.ghilardi@marsh.com](mailto:bruno.ghilardi@marsh.com)  
Telephone: +32 26749985  
Fax: +32 26748728

Internet address: <http://www.marsh.com>

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Marsh SA  
Postal address: Boulevard du Souverain 2  
Town: Watermael-Boitsfort  
Postal code: 1170  
Country: Belgium  
For the attention of: Monsieur Bruno Ghilardi  
E-mail: [bruno.ghilardi@marsh.com](mailto:bruno.ghilardi@marsh.com)  
Telephone: +32 26749985  
Fax: +32 26748728

Internet address: <http://www.marsh.com>

**Tenders or requests to participate must be submitted:** Official name: Marsh SA

Postal address: Boulevard du Souverain 2  
Town: Watermael-Boitsfort  
Postal code: 1170  
Country: Belgium

For the attention of: Monsieur Bruno Ghilardi  
E-mail: [bruno.ghilardi@marsh.com](mailto:bruno.ghilardi@marsh.com)  
Telephone: +32 26749985  
Fax: +32 26748728  
Internet address: <http://www.marsh.com>

**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 de la Commune et du CPAS de Froidchapelle.

**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: Froidchapelle.

NUTS code BE326 Arr. Thuin

**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 de la Commune et du CPAS de Froidchapelle.

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

66510000 Insurance 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: no

**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**

## **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**

Au plus tard dans les 50 jours calendriers à partir de la date de réception de l'avis de paiement, étant entendu que l'émission de cet avis de paiement fait suite à l'acceptation du risque par la compagnie.

#### **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 le seul fait de participer à la procédure de passation du marché, le soumissionnaire atteste qu'il ne se trouve pas dans un des cas d'exclusion visés aux §§ 1er et 2 de l'article 61 de l'arrêté royal du 15 juillet 2011 relatif à la passation des marchés publics dans les secteurs classiques.

Une attestation en provenance de l'ONSS établissant la situation du compte envers cet office pour l'avant-dernier trimestre précédant la date d'ouverture des soumissions.

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

List and brief description of conditions: Afin de justifier sa capacité technique, le soumissionnaire communique une liste des principaux services exécutés au cours des 3 derniers exercices dans le secteur public, indiquant le montant des primes estimées, la date et l'identité des pouvoirs publics concernés.

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

List and brief description of conditions:

Afin de justifier sa capacité technique, le soumissionnaire communique une liste des principaux services exécutés au cours des 3 derniers exercices dans le secteur public, indiquant le montant des primes estimées, la date et l'identité des pouvoirs publics concernés. Les titres d'études et professionnels du prestataire de services et/ou des cadres de l'entreprise. Une déclaration mentionnant les techniciens ou les services techniques qu'ils soient ou non intégrés à l'entreprise soumissionnaire.

En cas de sous-traitance, le soumissionnaire mentionne l'identité du ou des sous-traitant(s) ainsi que la liste de leurs références en rapport avec la part du marché qui lui ou leur est confiée.

Une attestation FSMA.

#### **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: yes

Reference to the relevant law, regulation or administrative provision: L'exécution des contrats est réservée aux assureurs agréés à souscrire la branche d'assurances reprise au point II.1.6. Les candidatures des courtiers en assurances, consultants ne seront pas retenues

##### **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: yes

### **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**

S/05/2013

##### **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: 24.8.2013 - 17:30  
Payable documents: no

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

27.8.2013 - 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: 27.8.2013 - 11:00

Place:

Maison communale, Place Albert 1er, 38 à 6440 Froidchappelle.

**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**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Conseil d'Etat

Postal address: Rue de la Science 33

Town: Bruxelles

Postal code: 1040

Country: Belgium

Telephone: +32 22349611

Internet address: [www.raadvst-consetat.be](http://www.raadvst-consetat.be)

**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**

12.7.2013