

**Belgium-Dendermonde: Recruitment services**

OJ S 137/2016 19/07/2016

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Dendermonde

Postal address: Franz Courtensstraat 11

Town: Dendermonde

Postal code: 9200

Country: Belgium

For the attention of: Sack Evelien

E-mail: [Evelien.Sack@Dendermonde.be](mailto:Evelien.Sack@Dendermonde.be)

Telephone: +32 52251079

**Internet address(es):**Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=242998>**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**

Other: lokale overheid

**I.3. Main activity**

General public services

**I.4. Contract award on behalf of other contracting authorities****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**

Raamcontract voor het uitvoeren van rekruterings- en selectieprocedures en opdrachten.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 11: Management consulting services [6] and related services

NUTS code BE232 Arr. Dendermonde

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

The procurement involves the establishment of a framework agreement

**II.1.4. Information about framework agreement**

Framework agreement with a single operator

**Duration of the framework agreement**

Duration in months: 24

**II.1.5. Short description of the contract or purchase(s)**

Raamcontract voor het uitvoeren van rekruterings- en selectieprocedures en opdrachten.

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

79600000 Recruitment services

**II.1.7. Information about the Government Procurement Agreement (GPA)**

**II.1.8. Lots**

This contract is divided into lots: no

**II.1.9. Information about variants**

Variants will be accepted: no

**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: yes

Number of possible renewals: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

**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**

5 % van het oorspronkelijk bedrag van de opdracht (excl. btw), afgerond naar het hogere tental.

Deze borgtocht wordt berekend op het totaalbedrag van de offerte zoals dit kan afgeleid worden uit de inventaris door vermenigvuldiging van de vermoedelijke hoeveelheden met de eenheidsprijzen van de verschillende selectieprocedures.

**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**

**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: Juridische situatie van de inschrijver (toegangsrecht).

\* Door in te schrijven op deze opdracht verklaart de inschrijver zich niet in een toestand van uitsluiting te bevinden, zoals bedoeld in artikel 20 §§1 en 1/1 van de wet van 15.6.2006 betreffende overheidsopdrachten en bepaalde opdrachten voor werken, leveringen en diensten en artikel 61 tot en met 66 van het koninklijk besluit van 15.7.2011 betreffende plaatsing overheidsopdrachten klassieke sectoren.

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

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

List and brief description of conditions:

De inschrijver voldoet aan volgende eisen inzake technische bekwaamheid:

\* Ervaring met het uitvoeren van bedoelde opdracht in de overheid, bij voorkeur binnen een lokaal bestuur.

De inschrijver toont dit aan door:

\* Een lijst van klanten en type projecten. Minimaal 3 referenties uit de afgelopen 3 jaar van relevante opdrachten voor het uitvoeren van dergelijke projecten: inhoud van de opdracht en de wijze van uitvoering worden toegelicht. Elke referentie wordt gestaafd door een attest dat door de opdrachtgevende instelling is afgegeven of ondertekend en vermeldt minstens de omvang, het bedrag, de duur en context van de opdracht en de naam van de opdrachtgevende instelling en de contactpersoon.

Minimum level(s) of standards possibly required:

Klasse: N/A, categorie: N/A.

### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

#### **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**

### **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**

Dendermonde-2016/182/nr-F02\_0

**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: 31.8.2016 - 14:00

Payable documents: no

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

1.9.2016 - 14:00

**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**

Dutch.

**IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in days: 120 (from the date stated for receipt of tender)

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

Date: 1.9.2016 - 14:00

Place:

Administratief centrum, vergaderzaal 1, stadsbestuur Dendermonde.

**Section VI: Complementary information**

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**VI.1. Information about recurrence****VI.2. Information about European Union funds****VI.3. Additional information****VI.4. Procedures for review****VI.4.1. Review body**

Official name: Raad van State

Postal address: Wetenschapsstraat 33

Town: Brussel

Postal code: 1040

Country: Belgium

**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**

14.7.2016

