

## 248956-2026 - Competition

Italy – Archive services – SERVIZIO DI CUSTODIA E GESTIONE DOCUMENTAZIONE  
ARCHIVISTICA COMUNE DI IMOLA

OJ S 71/2026 13/04/2026

Contract or concession notice – standard regime

Services

### 1. Buyer

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#### 1.1. Buyer

Official name: NUOVO CIRCONDARIO IMOLESE

Email: [circondario.imola@cert.provincia.bo.it](mailto:circondario.imola@cert.provincia.bo.it)

Legal type of the buyer: Local authority

Activity of the contracting authority: General public services

### 2. Procedure

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#### 2.1. Procedure

Title: SERVIZIO DI CUSTODIA E GESTIONE DOCUMENTAZIONE ARCHIVISTICA  
COMUNE DI IMOLA

Description: SERVIZIO DI CUSTODIA E GESTIONE DELLA DOCUMENTAZIONE  
ARCHIVISTICA DEL COMUNE DI IMOLA.

Procedure identifier: efa83b83-6219-4d74-a4ff-af46bd4bedf8

Type of procedure: Open

The procedure is accelerated: no

##### 2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 92512000 Archive services

##### 2.1.2. Place of performance

Country subdivision (NUTS): Bologna (ITH55)

Country: Italy

Additional information: Informazioni supplementari

##### 2.1.3. Value

Estimated value excluding VAT: 429 299,65 EUR

##### 2.1.4. General information

Legal basis:

Directive 2014/24/EU

##### 2.1.6. Grounds for exclusion

Sources of grounds for exclusion: European Single Procurement Document (ESPD)

### 5. Lot

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#### 5.1. Lot: LOT-0001

Title: SERVIZIO DI CUSTODIA E GESTIONE DELLA DOCUMENTAZIONE ARCHIVISTICA

Description: SERVIZIO DI CUSTODIA E GESTIONE DELLA DOCUMENTAZIONE  
ARCHIVISTICA

Internal identifier: 1

**5.1.1. Purpose**

Main nature of the contract: Services

Main classification (cpv): 92512000 Archive services

**5.1.2. Place of performance**

Country subdivision (NUTS): Bologna (ITH55)

Country: Italy

**5.1.3. Estimated duration**

Duration: 1 703 Days

**5.1.5. Value**

Estimated value excluding VAT: 429 299,65 EUR

**5.1.6. General information**

**Reserved participation:**

Participation is not reserved.

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

**5.1.7. Strategic procurement**

Green Procurement Criteria: No Green Public Procurement criteria

**5.1.9. Selection criteria**

Sources of selection criteria: Notice

Criterion: Enrolment in a relevant professional register

Description of selection criterion: Iscrizione ad un apposito albo professionale

Criterion: Enrolment in a trade register

Description of selection criterion: Iscrizione al registro di commercio

Criterion: Authorisation or membership of a particular organisation needed for service contracts

Description of selection criterion: Autorizzazione o appartenenza a una particolare organizzazione necessaria per gli appalti di servizi

Criterion: Authorisation or membership of a particular organisation needed for service contracts

Description of selection criterion: Autorizzazione o appartenenza a una particolare organizzazione necessaria per gli appalti di servizi

Criterion: General yearly turnover

Description of selection criterion: Fatturato generale annuo

Criterion: Average yearly turnover

Description of selection criterion: Fatturato medio annuo

Criterion: Specific average yearly turnover

Description of selection criterion: Fatturato medio annuo specifico

Criterion: Specific yearly turnover

Description of selection criterion: Fatturato specifico annuo

Criterion: Other economic or financial requirements

Description of selection criterion: Altri requisiti economici o finanziari

Criterion: Professional risk indemnity insurance

Description of selection criterion: Assicurazione professionale di indennizzo del rischio

Criterion: Other economic or financial requirements

Description of selection criterion: Altri requisiti economici o finanziari

Criterion: References on specified services

Description of selection criterion: Referenze su servizi specifici

Criterion: Technicians or technical bodies for quality control

Description of selection criterion: Tecnici o organismi tecnici per il controllo della qualità

Criterion: Measures for ensuring quality

Description of selection criterion: Misure per garantire la qualità

Criterion: Technicians or technical bodies for quality control

Description of selection criterion: Tecnici o organismi tecnici per il controllo della qualità

Criterion: Environmental management measures

Description of selection criterion: Misure di gestione ambientale

Criterion: Average yearly manpower

Description of selection criterion: Media annuale della forza lavoro

Criterion: Number of managerial staff

Description of selection criterion: Numero di personale dirigenziale

Criterion: Relevant educational and professional qualifications

Description of selection criterion: Titoli di studio e professionali pertinenti

Criterion: Tools, plant, or technical equipment

Description of selection criterion: Strumenti, impianti o attrezzature tecniche

Criterion: Certificates by independent bodies about quality assurance standards

Description of selection criterion: Certificati rilasciati da organi indipendenti riguardanti standard di assicurazione della qualità

Criterion: Certificates by independent bodies about environmental management systems or standards

Description of selection criterion: Certificati rilasciati da organi indipendenti riguardanti sistemi o standard di gestione ambientale

#### **5.1.10. Award criteria**

**Criterion:**

Type: Quality

Description: Offerta economicamente più vantaggiosa

#### 5.1.11. Procurement documents

Deadline for requesting additional information: 05/05/2026 18:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Address of the procurement documents: [http://intercenter.regione.emilia-romagna.it/search\\_bandi?getId=BANDO\\_GARA\\_PORTALE@13507915](http://intercenter.regione.emilia-romagna.it/search_bandi?getId=BANDO_GARA_PORTALE@13507915)

#### 5.1.12. Terms of procurement

##### Terms of submission:

Electronic submission: Required

Address for submission: <https://sater.regione.emilia-romagna.it>

Languages in which tenders or requests to participate may be submitted: Italian

Electronic catalogue: Required

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Deadline for receipt of tenders: 15/05/2026 09:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 180 Days

##### Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Conditions relating to the performance of the contract: Prestazioni

Electronic invoicing: Required

Electronic ordering will be used: yes

Electronic payment will be used: yes

#### 5.1.15. Techniques

##### Framework agreement:

No framework agreement

##### Information about the dynamic purchasing system:

No dynamic purchase system

#### 5.1.16. Further information, mediation and review

Review organisation: TAR Emilia Romagna - Bologna

Information about review deadlines: Vedi capitolato

Procurement service provider: ANAC AUTORITA NAZIONALE ANTICORRUZIONE

## 8. Organisations

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### 8.1. ORG-0001

Official name: NUOVO CIRCONDARIO IMOLESE

Registration number: 90036770379

Town: Imola

Postcode: 40026

Country subdivision (NUTS): Bologna (ITH55)

Country: Italy

Contact point: Michele Neri

Email: [circondario.imola@cert.provincia.bo.it](mailto:circondario.imola@cert.provincia.bo.it)

Telephone: 0542603202

Fax: 054234895

Buyer profile: <https://www.nuovocircondarioimolese.it/>

**Roles of this organisation:**

Buyer

**8.1. ORG-0002**

Official name: TAR Emilia Romagna - Bologna

Registration number: 92004480379

Town: Bologna

Postcode: 40121

Country subdivision (NUTS): Bologna (ITH55)

Country: Italy

Contact point: TAR Emilia Romagna - Bologna

Email: [tarbo-segrprotocolloamm@ga-cert.it](mailto:tarbo-segrprotocolloamm@ga-cert.it)

Telephone: 0514293101

**Roles of this organisation:**

Review organisation

**8.1. ORG-0003**

Official name: ANAC AUTORITA NAZIONALE ANTICORRUZIONE

Registration number: 97584460584

Town: Roma

Postcode: 00187

Country subdivision (NUTS): Roma (ITI43)

Country: Italy

Contact point: ANAC AUTORITA NAZIONALE ANTICORRUZIONE

Email: [protocollo@pec.anticorruzione.it](mailto:protocollo@pec.anticorruzione.it)

Telephone: 06367231

**Roles of this organisation:**

Procurement service provider

## Notice information

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