

**Estonia-Tartu: Travel management services**

**OJ S 82/2023 26/04/2023**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Rahvusarhiiv  
National registration number: 70001946  
Postal address: Nooruse tn 3  
Town: Tartu linn  
NUTS code: EE Eesti  
Postal code: 50411  
Country: Estonia  
Contact person: RENITA JÕESALU  
E-mail: [rahvusarhiiv@ra.ee](mailto:rahvusarhiiv@ra.ee)  
Telephone: +372 7387538  
**Internet address(es):**  
Main address: <http://www.ra.ee>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://riigihanked.riik.ee/rhr-web/#/procurement/5761600/general-info>  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted electronically via: <https://riigihanked.riik.ee/rhr-web/#/procurement/5761600/tenders>  
Tenders or requests to participate must be submitted to the abovementioned address

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

Ministry or any other national or federal authority, including their regional or local subdivisions

**I.5. Main activity**

General public services

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**Section II: Object**

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

**II.1.1. Title**

Reisikorraldusteenuse tellimine  
Reference number: 263025

**II.1.2. Main CPV code**

63516000 Travel management services

**II.1.3. Type of contract**

Services

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

Riigihanke tulemusena sõlmitakse võimalusel kuni 3 (kolme) pakkujaga raamleping 36-kuulisel perioodil rahvusvaheliste reisidega seotud reisikorraldusteenuste ja hankija soovil ka siseriiklike reisikorraldusteenuste hankimiseks.

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

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

This contract is divided into lots: no

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

#### **II.2.2. Additional CPV code(s)**

63516000 Travel management services

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

NUTS code: EE Eesti

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

Riigihanke tulemusena sõlmitakse võimalusel kuni 3 (kolme) pakkujaga raamleping 36-kuulisel perioodil rahvusvaheliste reisidega seotud reisikorraldusteenuste ja hankija soovil ka siseriiklike reisikorraldusteenuste hankimiseks.

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

Criteria below

Quality criterion - Name: Lennu-, laeva-, bussi- ja rongipiletite broneerimine ning lisateenuste vahendamine / Weighting: 30.0

Quality criterion - Name: Vormistatud sõidupileti või majutuse muutmise, tühistamise või tagasimaksu käsitlemise tasu / Weighting: 10.0

Quality criterion - Name: Viisade vahendamine / Weighting: 10.0

Quality criterion - Name: Auto- ja bussirenditeenuse broneerimine / Weighting: 10.0

Quality criterion - Name: Reisikindlustuse vahendamine / Weighting: 10.0

Quality criterion - Name: Majutuse broneerimine / Weighting: 30.0

Price

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

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

Duration in months: 36

This contract is subject to renewal: no

#### **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 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**

The procurement involves the establishment of a framework agreement  
Framework agreement with several operators

### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

## **IV.2. Administrative information**

### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 22/05/2023 Local time: 11:00

### **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**

Estonian

### **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: 22/05/2023 Local time: 12:00

## **Section VI: Complementary information**

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

This is a recurrent procurement: no

### **VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

Hankija ei jaga riigihanget osadeks vaid sõlmib raamlepingu kuni kolme terviklikku reisikorraldusteenust pakkuva ettevõtetega, et vähendada halduskoormust, tagada teenuse ühtlane kvaliteet ja tõrgeteta toimimine. Teenuste tellimine minikonkurssidel tagab hankija rahaliste vahendite otstarbeka ja säästliku kasutamise.

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

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

Official name: Riigihangete vaidlustuskomisjon

Postal address: Tartu mnt 85

Town: Tallinn

Postal code: 10115

Country: Estonia

E-mail: [vako@fin.ee](mailto:vako@fin.ee)

Telephone: +372 6113713

Internet address: <https://fin.ee/riigihanked-riigiabi-osalused-kinnisvara/riigihanked/vaidlustusmenetus>

**VI.4.4. Service from which information about the review procedure may be obtained**

Official name: Riigihangete vaidlustuskomisjon

Postal address: Tartu mnt 85

Town: Tallinn

Postal code: 10115

Country: Estonia

E-mail: [vako@fin.ee](mailto:vako@fin.ee)

Telephone: +372 6113713

Internet address: <https://fin.ee/riigihanked-riigiabi-osalused-kinnisvara/riigihanked/vaidlustusmenetus>

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

21/04/2023