

Belgium-Ghent: Library, archives, museums and other cultural services

OJ S 151/2013 06/08/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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**I.1. Name and addresses**

Official name: iMinds vzw

Postal address: Gaston Crommenlaan 8 bus 102

Town: Gent

Postal code: 9050

Country: Belgium

For the attention of: Brecht Declercq

E-mail: [brecht.declercq@viaa.be](mailto:brecht.declercq@viaa.be)

Telephone: +32 92753172

Fax: +32 93314805

**Internet address(es):**

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

Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=154583>

Electronic access to information: <https://eten.publicprocurement.be>

Electronic submission of tenders and requests to participate: <https://eten.publicprocurement.be>

**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**

**I.3. Main activity**

**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**

VIAA: Digitalisatie - golf 1.

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

Services

NUTS code BE Belgique / België

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

The procurement involves the establishment of a framework agreement

The notice involves a public contract

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

Framework agreement with several operators

Maximum number Envisaged maximum number of participants to the framework agreement  
: 4

#### **Duration of the framework agreement**

Duration in years: 1

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

VIAA: Digitalisatie - golf 1.

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

92500000 Library, archives, museums and other cultural services

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

#### **II.1.8. Lots**

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

#### **II.1.9. Information about variants**

### **II.2. Scope of the procurement**

#### **II.2.1. Total quantity or scope**

#### **II.2.2. Information about options**

#### **II.2.3. Information about renewals**

### **II.3. Duration of the contract or time limit for completion**

Information about lots

Lot No: 1

Lot title: VIAA: Digitalisatie - Golf 1 - Perceel 1: U-Matic cassettes

#### **1) Short description**

VIAA: Digitalisatie - Golf 1 - Perceel 1: U-Matic cassettes.

#### **2) CPV code(s)**

92500000 Library, archives, museums and other cultural services

#### **3) Quantity or scope**

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 2

Lot title: VIAA: Digitalisatie - Golf 1 - Perceel 2: Audio Compact Cassettes

#### **1) Short description**

#### **2) CPV code(s)**

92500000 Library, archives, museums and other cultural services

#### **3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 3

Lot title: VIAA: Digitalisatie - Golf 1 - Perceel 3: Quarter Inch audio tapes

**1) Short description**

VIAA: Digitalisatie - Golf 1 - Perceel 3: Quarter Inch audio tapes.

**2) CPV code(s)**

92500000 Library, archives, museums and other cultural services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 4

Lot title: VIAA: Digitalisatie - Golf 1 - Perceel 4: Betacam SP

**1) Short description**

**2) CPV code(s)**

92500000 Library, archives, museums and other cultural services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

**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**

**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**

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

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

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**

Execution of the service is reserved to a particular profession: no

#### **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: no

## **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**

IBBT vzw-VIAA\_Digitalisatie\_20130803\_04-F02\_0

#### **IV.3.2. Previous publication concerning this procedure**

Prior information notice

Notice number in the OJ S: [2013/S 114-194771](#) of 14.6.2013

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

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

2.9.2013 - 12:00

#### **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**

English. French. Dutch.

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

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

## **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**

**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**

3.8.2013