

Netherlands-The Hague: Word-processing services

OJ S 159/2014 21/08/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Haagse Inkoop Samenwerking (HIS) namens het Ministerie van Sociale Zaken en Werkgelegenheid

Postal address: Wilhelmina van Pruisenweg 52

Town: Den Haag

Postal code: 2595 AN

Country: Netherlands

For the attention of: Ed van Velzen

E-mail: ed.velzen@rijksoverheid.nl

Telephone: +31 612345678

Internet address(es):

General address of the contracting authority: <http://www.rijksoverheid.nl/ministeries/szw>

Additional information can be obtained from:

Official name: [https://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?](https://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=129380&B=CTMSOLUTION)

[PID=129380&B=CTMSOLUTION](https://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=129380&B=CTMSOLUTION)

Country: Netherlands

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

Official name: [https://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?](https://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=129380&B=CTMSOLUTION)

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Country: Netherlands

Tenders or requests to participate must be submitted: Official name: https://eu.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=129380&B=CTMSOLUTION

Country: Netherlands

I.2. Type of the contracting authority

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

I.3. Main activity

Social protection

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

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

SZW-EA transcriberen.

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

Services
Service category No 27: Other services
NUTS code NL Nederland

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 years: 2

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

Het uitwerken van de gesprekken/interviews in het kader van onderzoek van de inspectie SZW. Het is moeilijk aan te geven om hoeveel transcripten het per jaar gaat. Dat is namelijk afhankelijk van het soort onderzoek dat wordt gedaan. Op dit moment gaat het ministerie ervan uit dat er circa 300 geluidsopnamen per jaar zijn.

II.1.6. CPV code(s)

79552000 Word-processing services

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

The procurement is covered by the Government Procurement Agreement: no

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

Er wordt maximaal 100 000 EUR per jaar vrijgemaakt voor het transcriberen van geluidsopnames. Een vuistregel die hierbij gehanteerd wordt is maximaal 15 000 EUR per rapport. Overigens maken niet alle rapporten gebruik van transcripties. Er zijn ook rapporten die minder/meer nodig hebben dan de eerder genoemde 15 000 EUR.

II.2.2. Information about options

Options: yes

Description of options: De raamovereenkomst zal een looptijd hebben van 2 jaar met de mogelijkheid om 2 maal met 1 jaar te verlengen.

Provisional timetable for recourse to these options:
in months: 12 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 2

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

Duration in months: 24 (from the award of the contract)

Section III: Legal, economic, financial and technical information

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

Zie beschrijvend document.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Zie beschrijvend document.

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: Zie beschrijvend document.

III.2.2. Economic and financial ability

List and brief description of conditions: Zie beschrijvend document.

Minimum level(s) of standards possibly required: Zie beschrijvend document.

III.2.3. Technical and professional ability

List and brief description of conditions:

Zie beschrijvend document.

Minimum level(s) of standards possibly required:

Zie beschrijvend document.

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

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

201400100.029.003

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

29.9.2014 - 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

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: 29.9.2014 - 12:00

Place: Postal address: Elektronisch

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

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

Deze aanbesteding betreft een elektronische aanbesteding. Een ondernemer dient zich derhalve gratis eenmalig te registreren op het online platform. Alleen via dit platform ingediende aanmeldingen en inschrijvingen worden door de aanbestedende dienst in behandeling genomen. Inhoudelijke en procedurele vragen dienen via het tabblad Berichten in de aanbesteding te worden kenbaar gemaakt. Voor toegang tot de aanbesteding, meer informatie en eventueel publiek beschikbare documenten: https://eu.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=129380&B=CTMSOLUTION

VI.4. Procedures for review

VI.4.1. Review body

Official name: Rechtbank Den Haag

Town: Den Haag

Country: Netherlands

Body responsible for mediation procedures

Official name: Rechtbank Den Haag

Town: Den Haag

Country: Netherlands

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: 20 kalenderdagen na bekendmaking voorlopige gunning.

VI.4.3. Service from which information about the review procedure may be obtained

Official name: Rechtbank Den Haag

Town: Den Haag

Country: Netherlands

VI.5. Date of dispatch of this notice

19.8.2014