

Belgium-Hoeilaart: Insurance and pension services

OJ S 165/2014 29/08/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Gemeente Hoeilaart

Postal address: Jan van Ruusbroecpark

Town: Hoeilaart

Postal code: 1560

Country: Belgium

For the attention of: Vanstapel Kris

E-mail: kris.vanstapel@adviso.be

Telephone: +32 468175336

Internet address(es):

General address of the contracting authority: www.hoeilaart.be

Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=183010>

Additional information can be obtained from:

Official name: Adviso

Postal address: Lorckenlaan 9

Town: Steenokkerzeel

Postal code: 1820

Country: Belgium

For the attention of: Kris Vanstapel

E-mail: kris.vanstapel@adviso.be

Telephone: +32 468175336

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

Official name: Adviso

Postal address: Lorckenlaan 9

Town: Steenokkerzeel

Postal code: 1820

Country: Belgium

For the attention of: Kris Vanstapel

E-mail: kris.vanstapel@adviso.be

Telephone: +32 468175336

Tenders or requests to participate must be submitted: Official name: Adviso

Postal address: Lorckenlaan 9

Town: Steenokkerzeel

Postal code: 1820

Country: Belgium

For the attention of: Kris Vanstapel

E-mail: kris.vanstapel@adviso.be

Telephone: +32 468175336

I.2. Type of the contracting authority

Regional or local agency/office

I.3. Main activity

General public services

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

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: OCMW Hoeilaart

Postal address: Groenendaalsesteenweg 32

Town: Hoeilaart

Postal code: 1560

Country: Belgium

Official name: Autonoom gemeentebedrijf Holar

Postal address: Jan Van Ruusbroecpark

Town: Hoeilaart

Postal code: 1560

Country: Belgium

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Diverse risico-verzekeringen voor gemeente en OCMW Hoeilaart en AGB Holar.

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

Services

Service category No 6: Financial services a) Insurances services b) Banking and investment services

Main site or place of performance: Gemeente Hoeilaart.

NUTS code BE24 Prov. Vlaams-Brabant

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

The notice involves a public contract

II.1.4. Information about framework agreement

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

Diverse verzekeringspolissen voor gemeente en OCMW Hoeilaart en AGB Holar.

II.1.6. CPV code(s)

66500000 Insurance and pension 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: yes

Tenders may be submitted for one or more lots

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: yes

Description of options: Zie technische bepalingen.

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Arbeidsongevallen en lichamelijke ongevallen

1) Short description

Diverse arbeids- en lichamelijke ongevallenverzekeringen (personeel, mandatarissen, vrijwilligers, raadsleden, ...).

2) CPV code(s)

66500000 Insurance and pension services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Burgerlijke aansprakelijkheid

1) Short description

Diverse verzekeringen inzake algemene burgerlijke aansprakelijkheid, objectieve aansprakelijkheid, BA mandatarissen, enz.

2) CPV code(s)

66500000 Insurance and pension services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: Gecombineerde polissen burgerlijke aansprakelijkheid en lichamelijke ongevallen

1) Short description

Diverse verzekeringen inzake buitenschoolse activiteiten en kinderopvang.

2) CPV code(s)

66500000 Insurance and pension services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 4

Lot title: Patrimonium

1) Short description

Diverse verzekeringen inzake brand en alle risico.

2) CPV code(s)

66500000 Insurance and pension services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 5

Lot title: Vloot

1) Short description

Diverse verzekeringen voor het wagenpark en omnium dienststopdrachten.

2) CPV code(s)

66500000 Insurance and pension 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

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

List and brief description of conditions: Zie administratieve bepalingen van het bestek (punt 2.1.1.).

De inschrijver dient het bewijs te leveren dat hij zich niet in 1 van deze gevallen bevindt, vermeld in artikel 61 § 1 en § 2, 1°, 2° en 3° KB plaatsing via een uittreksel uit het strafregister. Wat rechtspersonen betreft zal dit een attest zijn dat afgeleverd is door de volgende instantie:

— FOD Justitie;

— DG RO – Dienst Centraal Strafregister, Waterloolaan 115, 1000 Brussel.

III.2.2. Economic and financial ability

List and brief description of conditions: Zie administratieve bepalingen van het bestek (punt 2.1.2.).

Zijn financiële en economische draagkracht zal de inschrijver aantonen via:

- een verklaring betreffende de totale omzet over de laatste 3 boekjaren;
- de laatste jaarrekening.

III.2.3. Technical and professional ability

List and brief description of conditions:

Zie administratieve bepalingen van het bestek (punt 2.1.2.).

Zijn technische bekwaamheid zal de inschrijver aantonen via:

- een beschrijving van de leden van het team dat verantwoordelijk zal zijn voor de goede uitvoering van de opdracht, met vermelding van de namen, functies, studie- en beroepskwalificaties, en hun ervaring met betrekking tot risico-verzekeringen voor lokale openbare besturen (*);
- een lijst met minstens 5 referenties van lokale openbare besturen (*) waarvoor de inschrijver verzekeringsdiensten heeft uitgevoerd, en dit tijdens de laatste 3 kalenderjaren. De referenties bevatten de juiste coördinaten van de lokale openbare besturen en een contactpersoon, de verzekeringstakken die voorwerp zijn/waren van de dienstverlening, en de data of periode.

(*). Onder lokale openbare besturen worden in het kader van voormelde bepalingen begrepen: gemeenten, openbare centra voor maatschappelijk welzijn, intercommunale bedrijven, politiezones met eigen rechtspersoonlijkheid (meergemeentezones), en provincies.

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: yes

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

Hoeilaart-2014-4102-3-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: 20.10.2014 - 10:00

Payable documents: no

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

21.10.2014 - 10:00

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: 180 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 21.10.2014 - 10:00

Place:

Gemeente Hoeilaart, Jan Van Ruusbroecpark, 1560 Hoeilaart, collegezaal.

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

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

27.8.2014