

Netherlands-Haarlem: Business services: law, marketing, consulting, recruitment, printing and security

OJ S 96/2023 19/05/2023

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

---

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Gemeente Haarlem

National registration number: 50647371

Postal address: Zijlvest 39

Town: Haarlem

NUTS code: NL Nederland

Postal code: 2011 VB

Country: Netherlands

Contact person: lianne Broek

E-mail: [tender@haarlem.nl](mailto:tender@haarlem.nl)

Telephone: +31 639074845

Fax: +31 235115915

**Internet address(es):**

Main address: <http://www.haarlem.nl>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.tenderned.nl/aankondigingen/overzicht/297913/details>

Tenders or requests to participate must be submitted electronically via: <https://www.tenderned.nl/aankondigingen/overzicht/297913/details>

Additional information can be obtained from another address:

Official name: Digitaal via TenderNed

Town: Haarlem

NUTS code: NL Nederland

Country: Netherlands

Contact person: Team Inkoop en Aanbesteding

E-mail: [tender@haarlem.nl](mailto:tender@haarlem.nl)

**Internet address(es):**

Main address: <http://www.tenderned.nl>

Tenders or requests to participate must be submitted to the following address:

Official name: Digitaal via TenderNed

Town: Haarlem

Country: Netherlands

Contact person: Team Inkoop en Aanbesteden

E-mail: [tender@haarlem.nl](mailto:tender@haarlem.nl)

NUTS code: NL Nederland

**Internet address(es):**

Main address: <http://www.tenderned.nl>

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

Regional or local authority

#### **I.5. Main activity**

General public services

### **Section II: Object**

---

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

##### **II.1.1. Title**

Communicatie en participatie

Reference number: 2023522745

##### **II.1.2. Main CPV code**

79000000 Business services: law, marketing, consulting, recruitment, printing and security

##### **II.1.3. Type of contract**

Services

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

De aanbesteding betreft de inhuur van communicatieadviseurs en communicatiespecialisten die gespecialiseerd zijn in één of meer communicatietaken zoals gebiedscommunicatie, marketingcommunicatie of participatie.

Opdrachtgever is voornemens om met deze aanbestedingsprocedure een

Raamovereenkomst af te sluiten met maximaal zes (6) Opdrachtnemers met betrekking tot diensten voor communicatie en participatie.

De Raamovereenkomst wordt afgesloten voor een initiële periode van drie (3) jaar met een optie op verlenging met een (1) maal een periode van een (1) jaar.

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

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

This contract is divided into lots: yes

Tenders may be submitted for all lots

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

##### **II.2.1. Title**

Inhuur algemene communicatieadviseurs

Lot No: 1

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

79620000 Supply services of personnel including temporary staff

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

NUTS code: NL324 Agglomeratie Haarlem

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

Omvang perceel 1: 2.500 uur per jaar.

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

Criteria below

Quality criterion - Name: Borging kennis en aansluiten communicatiestijl (percelen 1 en 2) /

Weighting: 30

Quality criterion - Name: Kandidatenbestand / Weighting: 40

Quality criterion - Name: Aansluiten bij inwoners van Opdrachtgever / Weighting: 10

Price - Weighting: 20

#### **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: yes

Description of renewals:

De Raamovereenkomst kan een (1) maal een (1) jaar worden verlengd.

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: yes

Description of options:

De Raamovereenkomst wordt initieel voor drie (3) jaar afgesloten.

#### **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**

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

##### **II.2.1. Title**

Inhuur communicatiespecialisten

Lot No: 2

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

79620000 Supply services of personnel including temporary staff

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

NUTS code: NL324 Agglomeratie Haarlem

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

Omvang perceel 2: 1.560 uur per jaar.

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

Criteria below

Quality criterion - Name: Borging kennis en aansluiten communicatiestijl (percelen 1 en 2) /

Weighting: 30

Quality criterion - Name: Kandidatenbestand / Weighting: 40

Quality criterion - Name: Aansluiten bij inwoners van Opdrachtgever / Weighting: 10

Price - Weighting: 20

##### **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: yes

Description of renewals:

De Raamovereenkomst kan een (1) maal een (1) jaar worden verlengd.

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: yes

Description of options:

De Raamovereenkomst wordt initieel voor drie (3) jaar afgesloten.

#### **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**

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

##### **II.2.1. Title**

Participatie

Lot No: 3

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

79620000 Supply services of personnel including temporary staff

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

NUTS code: NL324 Agglomeratie Haarlem

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

Omvang perceel 3: 970 uur.

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

Criteria below

Quality criterion - Name: Borging kennis en aansluiten communicatiestijl (perceel 3) / Weighting : 40

Quality criterion - Name: Aansluiten bij inwoners van Opdrachtgever / Weighting: 40

Price - Weighting: 20

##### **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: yes

Description of renewals:

De Raamovereenkomst kan een (1) maal een (1) jaar worden verlengd.

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: yes

Description of options:

De Raamovereenkomst wordt initieel voor drie (3) jaar afgesloten.

### **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 III: Legal, economic, financial and technical information**

---

### **III.1. Conditions for participation**

#### **III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

- Uniform Europees Aanbestedingsdocument (UEA)

#### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

- Technische bekwaamheid,
- Kwaliteitsborging

## **Section IV: Procedure**

---

### **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  
Envisaged maximum number of participants to the framework agreement: 6  
In the case of framework agreements, provide justification for any duration exceeding 4 years:

Per perceel worden met maximaal 2 Opdrachtnemers een Raamovereenkomst afgesloten.

De Raamovereenkomst heeft de mogelijkheid een maal een periode van een jaar te verlengen.

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

The procurement is covered by the Government Procurement Agreement: yes

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

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

Date: 06/07/2023 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**

Dutch

#### **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: 06/07/2023 Local time: 11:01

## **Section VI: Complementary information**

---

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

This is a recurrent procurement: no

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

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

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

Official name: Rechtbank Den Haag

Postal address: Prins Clauslaan 60

Town: Den Haag

Postal code: 2595 AJ

Country: Netherlands

E-mail: [info@rechtspraak.nl](mailto:info@rechtspraak.nl)

Internet address: <http://www.rechtspraak.nl>

#### **VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

Zie Aanbestedingsleidraad.

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

Official name: Rechtbank Noord-Holland

Postal address: Simon de Vrieshof 1

Town: Haarlem

Postal code: 2019 HA

Country: Netherlands

E-mail: [info@rechtspraak.nl](mailto:info@rechtspraak.nl)

Telephone: +31 883616100

Fax: +31 883610156

Internet address: <http://www.rechtspraak.nl>

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

15/05/2023