

**Belgium-Comines-Warneton: Insurance services**  
**OJ S 186/2013 25/09/2013**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: CPAS de Comines-Warneton  
Postal address: Rue de Ten-Brielen 160 – bte 29  
Town: Comines-Warneton  
Postal code: 7780  
Country: Belgium  
For the attention of: Madame Myriam Debruyne  
E-mail: [myriam.debruyne@publilink.be](mailto:myriam.debruyne@publilink.be)  
Telephone: +32 56393939

**Internet address(es):**

Address of the buyer profile: [http://marchespublics.wallonie.be/fr/index.html?ID\\_AVIS=402876](http://marchespublics.wallonie.be/fr/index.html?ID_AVIS=402876)

**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**

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

**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: no

**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**

Marché de services relatif à l'ensemble du portefeuille d'assurances

**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: CPAS Comines-Warneton, 160 Rue de Ten Brielen, 7780 Comines, Belgique.

NUTS code BE324 Arr. Mouscron

**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)**

Marché de services relatif à l'ensemble du portefeuille d'assurances du CPAS de Comines-Warneton

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

66510000 Insurance 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**

Estimated value excluding VAT: 340 000 EUR

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

Options: no

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

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

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

## **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**

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: - La production d'un ou des documents émanant de l'autorité compétente attestant que le soumissionnaire est agréé pour fournir les services concernés.- Une attestation prouvant que le soumissionnaire est en règle avec ses obligations relatives au paiement des cotisations de sécurité sociale selon les dispositions de l'article 62

de l'AR du 15.7.2011.- Une attestation sur l'honneur pour certifier que le soumissionnaire n'est pas sujet aux exclusions de l'art.61 de l'AR du 15.7.2011.

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

List and brief description of conditions: Une déclaration concernant le chiffre d'affaire global et le chiffre d'affaires concernant les services auxquels se réfère le présent marché, réalisés au cours des trois dernières années.

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

List and brief description of conditions:

La capacité technique et l'expérience du soumissionnaire sera justifiée par la liste des principaux services exécutés au cours des trois dernières années.

### **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**

2013-001

#### **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: 18.11.2013 - 10:00

Payable documents: no

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

18.11.2013 - 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**

French.

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

Duration in days: 90 (from the date stated for receipt of tender)

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

Date: 18.11.2013 - 10:00

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: La séance d'ouverture des offres est publique.

**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**

Official name: Conseil d'État

Postal address: Rue de la Science 33

Town: Bruxelles

Postal code: 1040

Country: Belgium

E-mail: [info@raadvst-consetat.be](mailto:info@raadvst-consetat.be)

Telephone: +32 22349611

Fax: +32 22349900

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: "- demande de suspension en extrême urgence : requête introduite le plus rapidement possible; le délai pour le recours en suspension est de 15 jours à dater de la publication, de la communication ou de la prise de connaissance de l'acte selon le canal par lequel le réclamant a été informé de la décision (avis d'attribution, lettre d'information ou aucun des deux =\_ date de prise de connaissance)- demande d'annulation : 60 jours à partir de la connaissance de la décision.NB: le président du tribunal de première instance de l'arrondissement judiciaire concerné peut également statuer

au provisoire (article 584 du Code judiciaire). Ce tribunal est seul compétent pour les contestations au fond portant sur un droit civil (ex : octroi de dommages-intérêts...). Le président doit être saisi le plus rapidement possible et le tribunal, dans un délai de 5 ans (article 2262 bis du Code civil)."

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

Official name: CPAS de Comines-Warneton

Postal address: Rue de Ten-Brielen 160 – bte 29

Town: Comines-Warneton

Postal code: 7780

Country: Belgium

E-mail: [myriam.debruyne@publilink.be](mailto:myriam.debruyne@publilink.be)

Telephone: +32 56393939

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

20.9.2013