

**Belgium-Liège: Insurance services**

OJ S 179/2015 16/09/2015

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: HELMO

Postal address: Mont Saint-Martin 41

Town: Liège

Postal code: 4000

Country: Belgium

For the attention of: Monsieur Dufays

E-mail: [info@adesio.be](mailto:info@adesio.be)**Internet address(es):**Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=213684>Electronic submission of tenders and requests to participate: <https://eten.publicprocurement.be/etendering/viewWorkspacesBasedOnExtUrl.do?wsName=HELMO-MARCHE+CONJOINT+D%27ASSURANCES-F02>**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**

Other: ASBL

**I.3. Main activity**

Education

**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 public conjoint pluriannuel (4 ans) de services ayant pour objet la désignation d'une ou plusieurs compagnie d'assurance aux fins de gérer un portefeuille complet de risques

**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

NUTS code BE3 Région wallonne

### **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 public conjoint pluriannuel (4 ans) de services ayant pour objet la désignation d'une ou plusieurs compagnie d'assurance aux fins de gérer un portefeuille complet de risques.

### **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: 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: Des options obligatoires sont prévues dans le lot «assurances de véhicule».

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

This contract is subject to renewal: yes

Number of possible renewals: 3

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

Information about lots

Lot No: 1

Lot title: Accident de travail et droit commun

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

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

66510000 Insurance services

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

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

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

Lot No: 2

Lot title: Assurance des établissements d'enseignement (responsabilité civile, individuelle accidents, responsabilité objective, responsabilité civile garage, responsabilité civile après livraison)

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

**2) CPV code(s)**  
66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 3

Lot title: Assurance responsabilité professionnelle et responsabilité des administrateurs

**1) Short description**

**2) CPV code(s)**  
66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 4

Lot title: Assurance «garanties périls nommés»/«tous risques sauf» en ce compris le point 5.2.2.2 des conditions particulières

**1) Short description**

**2) CPV code(s)**  
66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 5

Lot title: Assurance «omnium missions»

**1) Short description**

**2) CPV code(s)**  
66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 6

Lot title: Assurance des véhicules

**1) Short description**

**2) CPV code(s)**  
66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 7

Lot title: Assurance «assistance voyage»

**1) Short description**

**2) CPV code(s)**

66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 8

Lot title: Assurance «protection juridique»

**1) Short description**

**2) CPV code(s)**

66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

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

**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

Voir appel à candidatures.

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Voir appel à candidatures.

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

Voir appel à candidatures.

**III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Voir appel à candidatures.

**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: Voir appel à candidatures.

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

List and brief description of conditions: Voir appel à candidatures.

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

List and brief description of conditions:

Voir appel à candidatures.

Minimum level(s) of standards possibly required:

Classe: N/A, catégorie: 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: yes

Reference to the relevant law, regulation or administrative provision: Compagnies d'assurances agréées en Belgique.

##### **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**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) no

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates: Voir appel à candidatures.

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated yes

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

#### **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**

HELMO-MARCHÉ CONJOINT D'ASSURANCES-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: 19.10.2015 - 10:00

Payable documents: no

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

20.10.2015 - 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**

**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**

Le 21.9.2015 à 10:00, rue Vertbois, 27/011, 4000 Liège, tous les intéressés sont invités à cette réunion. Un rapport de cette réunion sera établi et fera l'objet d'une publication officielle au bulletin des adjudications et au journal officiel de l'union européenne.

Les intéressés sont invités à faire parvenir leurs questions par écrit (fax, e-mail) au fonctionnaire dirigeant avant le (remplir).

2 personnes maximum par candidat sont autorisées à assister à cette réunion d'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**

10.9.2015