

**Spain-Vitoria-Gasteiz: Development consultancy services**

OJ S 146/2018 01/08/2018

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Lanbide — Servicio Vasco de Empleo

Postal address: C/ Jose de Atxotegi, 1

Town: Vitoria-Gasteiz

Postal code: 01009

Country: Spain

Contact person: Servicio de Contratación de Lanbide — Servicio Vasco de Empleo

For the attention of: Carlos Garcia

E-mail: [administra.licitaciones@euskadi.eus](mailto:administra.licitaciones@euskadi.eus)**Internet address(es):**General address of the contracting authority: <http://www.lanbide.eus>**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**

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: 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**

Apoyo y asesoramiento al proyecto de desarrollo e implantación de los ámbitos de actuación definidos en el modelo de atención de Lanbide, fases II y III

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

Services

NUTS code

**II.1.3. Information about a framework agreement or a dynamic purchasing system****II.1.4. Information about framework agreement**

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

Apoyo y asesoramiento al proyecto de desarrollo e implantación de los ámbitos de actuación definidos en el modelo de atención de Lanbide, fases II y III.

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

73220000 Development consultancy services

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

#### **II.1.8. Lots**

#### **II.1.9. Information about variants**

#### **II.2. Scope of the procurement**

##### **II.2.1. Total quantity or scope**

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

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

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

### **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**

5 % del importe de licitación (sin IVA).

##### **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**

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

Minimum level(s) of standards possibly required: Disposición de un seguro de responsabilidad de indemnización por riesgos profesionales por un importe de 425 955,37, por el plazo de ejecución del contrato.

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

Minimum level(s) of standards possibly required:

Disponer de un equipo de trabajo con los perfiles que se exponen a continuación y cuyo personal técnico participante en el contrato, disponga como mínimo de la siguiente experiencia:

Jefe/a de Proyecto, con más de 15 años de experiencia profesional en consultoría, asesoramiento e implantación en materia de atención ciudadana a entidades públicas. Este perfil, dedicará al desarrollo de la prestación del servicio, al menos un 90 % de su

actuación profesional durante el período de prestación de este servicio.

Consultor, con 10 años de experiencia profesional, en el conjunto de los siguientes ámbitos:

- Proyectos de definición y puesta en marcha de procesos y sistemas de gestión,
- elaboración de planes y contenidos formativos,
- diseño de portales, aplicaciones web o intranets,
- creación y actualización de contenidos de páginas web.

Soporte administrativo.

#### **III.2.4. Information about reserved contracts**

#### **III.3. Conditions specific to services contracts**

##### **III.3.1. Information about a particular profession**

##### **III.3.2. Information about staff responsible for the performance of the contract**

### **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 Criteria below

1. Precio. Weighting 55
2. Acciones propuestas del servicio objeto del contrato. Weighting 25
3. Estrategia para alcanzar los objetivos del contrato. Weighting 10
4. Plan de trabajo. Weighting 5
5. Modelo de reporting. Weighting 5

##### **IV.2.2. Information about electronic auction**

#### **IV.3. Administrative information**

##### **IV.3.1. File reference number attributed by the contracting authority**

LAN/A-25/2018

##### **IV.3.2. Previous publication concerning this procedure**

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

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

3.9.2018 - 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**

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

Duration in months: 2 (from the date stated for receipt of tender)

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

Date: 20.9.2018 - 10:00

Place:

Servicios Centrales de Lanbide.

**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**

**VI.3. Additional information**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: OARC

Postal address: C/ Donostia-San Sebastian, 1

Town: Vitoria-Gasteiz

Country: Spain

**VI.4.2. Review procedure**

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

Official name: Servicio de Contratación de Lanbide — Servicio Vasco de Empleo

Postal address: C/ Jose de Atxotegi, 1

Town: Vitoria-Gasteiz

Postal code: 01009

Country: Spain

E-mail: [administra.licitaciones@lanbide.eus](mailto:administra.licitaciones@lanbide.eus)

Telephone: +34 945181403

Internet address: [www.lanbide.euskadi.eus](http://www.lanbide.euskadi.eus)

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

27.7.2018