

**France-Paris: Typing services**

OJ S 129/2021 07/07/2021

**Contract notice****Services****Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Ministère de la culture

Postal address: 182 rue Saint-Honoré

Town: Paris Cedex 01

NUTS code: FR10 Ile-de-France

Postal code: 75033

Country: France

E-mail: [mission-achats.sg@culture.gouv.fr](mailto:mission-achats.sg@culture.gouv.fr)**Internet address(es):**Main address: <http://www.culture.gouv.fr>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.marches-publics.gouv.fr/index.php?page=entreprise>.[EntrepriseAdvancedSearch&AllCons&refConsultation=784906&orgAcronyme=f5j](https://www.marches-publics.gouv.fr/index.php?page=entreprise)

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.marches-publics.gouv.fr>**I.4. Type of the contracting authority**

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

**I.5. Main activity**

Recreation, culture and religion

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Retranscription de réunions des services d'administration centrale du Ministère de la culture

Reference number: 2021-17-BSG

**II.1.2. Main CPV code**

79551000 Typing services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Le marché a pour objet la retranscription écrite de réunions d'entités relevant du secrétariat général, des directions générales, des délégations générales et du cabinet ministériel du Ministère de la culture.

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

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

This contract is divided into lots: no

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

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

79551000 Typing services

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

NUTS code: FR10 Ile-de-France

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

À partir d'enregistrements de réunions organisées par les différentes divisions du secrétariat général, des directions générales, des délégations générales et du cabinet ministériel, le titulaire du marché produit différents documents de retranscription de type:

- transcriptions in extenso,
- comptes rendus,
- synthèses.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6. Estimated value**

#### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 12

This contract is subject to renewal: yes

Description of renewals:

Le marché est reconductible de manière tacite trois fois pour une durée douze mois à chaque fois, sans que sa durée maximale ne puisse dépasser 48 mois.

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

Variants will be accepted: no

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

Options: no

#### **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 IV: Procedure**

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#### **IV.1. Description**

##### **IV.1.1.**

**Type of procedure**

Open procedure

**IV.1.3. Information about a framework agreement or a dynamic purchasing system****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: 03/08/2021 Local time: 12:00

**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**

French

**IV.2.7. Conditions for opening of tenders**

Date: 03/08/2021 Local time: 14:30

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

Selon une non-reconduction ou pas du marché:

— 1.10.2022, 1.10.2023, 1.10.2024, 1.10.2025.

**VI.3. Additional information****VI.4. Procedures for review****VI.4.1. Review body**

Official name: Tribunal administratif de Paris

Postal address: 7 rue de Jouy

Town: Paris

Postal code: 75181

Country: France

E-mail: [greffe.ta-paris@juradm.fr](mailto:greffe.ta-paris@juradm.fr)

Telephone: +33 144594400

Internet address: <http://paris.tirubunal-administratif.fr>

**VI.4.2. Body responsible for mediation procedures**

Official name: Direction des affaires juridiques — sous-direction de la commande publique — bureau économie, statistiques et techniques de l'achat publics/1c

Postal address: Bâtiment Condorcet — 6 rue Louise Weiss

Town: Paris 13e Arrondissement

Postal code: 75013

Country: France

E-mail: [Greffe.ta-paris@juradm.fr](mailto:Greffe.ta-paris@juradm.fr)

Telephone: +33 144594400

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

Official name: Tribunal administratif de Paris

Postal address: 7 rue de Jouy

Town: Paris 4e Arrondissement

Postal code: 75181

Country: France

E-mail: [greffe.ta-paris@juradm.fr](mailto:greffe.ta-paris@juradm.fr)

Telephone: +33 144594400

Fax: +33 144594646

Internet address: <http://paris.tribunal-administratif.fr>

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

02/07/2021