

382630-2026 - Competition

Italy – Document management services – Servizio di indicizzazione, digitalizzazione, conservazione e custodia in outsourcing dei documenti cartacei degli archivi del Comune di Siracusa

OJ S 106/2026 04/06/2026

Contract or concession notice – standard regime
Services

1. Buyer

1.1. Buyer

Official name: Comune di Siracusa

Email: daniele.distefano@comune.siracusa.it

Legal type of the buyer: Organisation awarding a contract subsidised by a local authority

Activity of the contracting authority: General public services

2. Procedure

2.1. Procedure

Title: Servizio di indicizzazione, digitalizzazione, conservazione e custodia in outsourcing dei documenti cartacei degli archivi del Comune di Siracusa

Description: Servizio di indicizzazione, digitalizzazione, conservazione e custodia in outsourcing dei documenti cartacei degli archivi del Comune di Siracusa

Procedure identifier: 83e31b64-c806-4f14-b7ad-03f78fbaf623

Internal identifier: Lotto 1

Type of procedure: Open

The procedure is accelerated: no

Main features of the procedure: procedura aperta

2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 72512000 Document management services

2.1.3. Value

Estimated value excluding VAT: 1 362 509,46 EUR

2.1.4. General information

Legal basis:

Directive 2014/24/EU

D. Lgs. n. 36/2023

Applicable cross-border law: direttiva 2014

2.1.6. Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

5. Lot

5.1. Lot: LOT-0001

Title: Servizio di indicizzazione, digitalizzazione, conservazione e custodia in outsourcing dei documenti cartacei degli archivi del Comune di Siracusa

Description: Servizio di indicizzazione, digitalizzazione, conservazione e custodia in outsourcing dei documenti cartacei degli archivi del Comune di Siracusa

Internal identifier: lotto 1

5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 72512000 Document management services

Options:

Description of the options: non previste

5.1.2. Place of performance

Postal address: Piazza Duomo, 4, SR

Town: Siracusa

Postcode: 96100

Country subdivision (NUTS): Siracusa (ITG19)

Country: Italy

Additional information: si rimanda al disciplinare di gara

5.1.3. Estimated duration

Duration: 27 Months

5.1.5. Value

Estimated value excluding VAT: 1 362 509,46 EUR

5.1.6. General information

Reserved participation:

Participation is not reserved.

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): yes

5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

5.1.10. Award criteria

Criterion:

Type: Quality

Description: Offerta tecnica

Category of award weight criterion: Weight (points, exact)

Award criterion number: 70

Category of award threshold criterion: Minimum score

Award criterion number: 40

Criterion:

Type: Price

Description: Offerta economica

Category of award weight criterion: Weight (points, exact)

Award criterion number: 30

5.1.11. Procurement documents

Languages in which the procurement documents are officially available: Italian

Address of the procurement documents: https://app.albofornitori.it/alboeproc/albo_cittasiracusa

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: https://app.albofornitori.it/alboeproc/albo_cittasiracusa

Languages in which tenders or requests to participate may be submitted: Italian

Electronic catalogue: Not allowed

Deadline for receipt of tenders: 20/07/2026 10:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 180 Days

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Allowed

Electronic ordering will be used: no

Electronic payment will be used: no

5.1.15. Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16. Further information, mediation and review

Review organisation: TAR Catania

Organisation providing more information on the review procedures: TAR Catania

8. Organisations

8.1. ORG-0001

Official name: Comune di Siracusa

Registration number: 80001010893

Postal address: Piazza Duomo, 4, SR

Town: Siracusa

Postcode: 96100

Country subdivision (NUTS): Siracusa (ITG19)

Country: Italy

Email: daniele.distefano@comune.siracusa.it

Telephone: +39 3337647667

Roles of this organisation:

Buyer

8.1. ORG-0002

Official name: TAR Catania

Registration number: 93159470876

Postal address: Via Ist. Sacro Cuore, 22 (CT)

Town: Catania

Postcode: 95125

Country subdivision (NUTS): Catania (ITG17)

Country: Italy

Email: tarct-segrprotocolloamm@ga-cert.it

Telephone: +39 0957530411

Roles of this organisation:

Review organisation

Organisation providing more information on the review procedures

Notice information

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