

Spain-Noáin: Supporting services for the government

OJ S 212/2016 03/11/2016

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

I.1. Name and addresses

Official name: Ayuntamiento de Noáin (Valle de Elorz)

National registration number: P3108700J

Postal address: Plaza de los Fueros, nº 3

Town: Noáin

Postal code: 31110

Country: Spain

Contact person: Secretaría del Ayuntamiento de Noáin (Valle de Elorz)

For the attention of: Isabel García Layana

E-mail: ayuntamiento@noain.es

Telephone: +34 948317203

Fax: +34 948318467

Internet address(es):General address of the contracting authority: <http://www.noain.es/es/tablon/>**Additional information can be obtained from:**

Official name: Portal de Contratación de Navarra

Postal address: av. Carlos III, nº 4

Town: Pamplona

Postal code: 31002

Country: Spain

Internet address: [https://hacienda.navarra.es/sicpportal/mtoAnunciosModalidad.aspx?](https://hacienda.navarra.es/sicpportal/mtoAnunciosModalidad.aspx?Cod=161031132103C18F40F1)[Cod=161031132103C18F40F1](https://hacienda.navarra.es/sicpportal/mtoAnunciosModalidad.aspx?Cod=161031132103C18F40F1)**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Registro General del Ayuntamiento de Noáin (Valle de Elorz)

Postal address: Plaza de los Fueros, nº 3

Town: Noáin

Postal code: 31110

Country: Spain

Internet address: <http://www.noain.es>**Tenders or requests to participate must be submitted:** Official name: Registro General del Ayuntamiento de Noáin (Valle de Elorz)

Postal address: Noáin

Town: Noáin

Postal code: 31110

Country: Spain

Internet address: <http://www.noain.es>**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

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Labores de asistencia administrativa en el programa de revisión de objetos tributarios del Ayuntamiento de Noáin (Valle de Elorz).

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

Services

Service category No 27: Other services

Main site or place of performance: Plaza de los Fueros, nº 3, Noáin (Navarra).

NUTS code ES220 Navarra

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)

Pliego de cláusulas administrativas y prescripciones técnicas del contrato administrativo de asistencia denominado «Labores de asistencia administrativa en el programa de revisión de objetos tributarios del Ayuntamiento de Noáin (Valle de Elorz)».

II.1.6. CPV code(s)

75130000 Supporting services for the government

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

The procurement is covered by the Government Procurement Agreement: yes

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

540 000 EUR.

Estimated value excluding VAT: 540 000 EUR

II.2.2. Information about options

Options: no

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

Start 1.2.2017. Completion 31.1.2018

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Garantía definitiva 4 % del precio de adjudicación (cláusula 13 del pliego de cláusulas administrativas).

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

El Ayuntamiento de Noáin (Valle de Elorz) abonará el importe facturado en un plazo no superior a 30 días naturales a contar desde la fecha de presentación de la factura en el registro que acredite la realización parcial o total de la prestación (cláusula nº 15).

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

Unión Temporal de Empresas (UTE).

III.1.4. Contract performance conditions

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

Description of particular conditions: Las incluidas en el pliego de condiciones que regula el procedimiento.

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: Podrán contratar con la administración las personas naturales o jurídicas, españolas o extranjeras, que tengan plena capacidad de obrar y acrediten su solvencia económica, financiera y técnica o profesional.

III.2.2. Economic and financial ability

List and brief description of conditions: Acreditación de la solvencia económica y financiera por medio de una declaración efectuada en tal sentido por una entidad financiera. En caso de concurrencia en UTE o agrupación de empresas o profesionales, todas las entidades participantes deberán acreditar esta solvencia (cláusula 5 a)).

III.2.3. Technical and professional ability

List and brief description of conditions:

La solvencia técnica del procedimiento viene recogida en la cláusula 5 del pliego de condiciones administrativas:

— Relación de al menos 5 contratos iguales o similares, realizados durante los últimos 3 años de un importe igual o superior al 60 % del precio de licitación.

— Declaración de los medios humanos y materiales que emplearán para atender todas las tareas a realizar.

— Declaración que indique la plantilla media anual del empresario o profesional de los últimos 3 años, que deberá ser superior a 5 trabajadores.

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: La empresa tiene que aportar como mínimo 1 licenciado en derecho con un mínimo de 10 años de experiencia.

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

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. Oferta técnica. Weighting 45

2. Oferta económica. Weighting 55

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

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: 15.12.2016

Payable documents: no

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

15.12.2016

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

Spanish.

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

Duration in months: 3 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 4 años.

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

La que consta en el anexo A: publicación en portal de contratación de Navarra.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Junta de Contratación Pública

Postal address: calle Yanguas y Miranda, nº 27, 1º

Town: Pamplona

Postal code: 31002

Country: Spain

E-mail: junta.contratacion@navarra.es

Telephone: +34 848422971

Fax: +34 848422978

Internet address: <http://www.contrataciones.navarra.es>

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: 10 días naturales.

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

Official name: Ayuntamiento de Noáin (Valle de Elorz)

Postal address: Plaza de los Fueros, nº 3

Town: Noáin

Postal code: 31110

Country: Spain

E-mail: ayuntamiento@noain.es

Telephone: +34 948317203

Fax: +34 948318467

Internet address: <http://www.noain.es>

VI.5. Date of dispatch of this notice

31.10.2016