

424847-2026 - Competition

Belgium – Personnel and payroll services – Sociaal secretariaat

OJ S 118/2026 22/06/2026

Contract or concession notice – standard regime

Services

1. Buyer

1.1. Buyer

Official name: SAMUSOCIAL ASBL

Email: marches.publics@samusocial.be

Legal type of the buyer: Body governed by public law, controlled by a regional authority

Activity of the contracting authority: General public services

2. Procedure

2.1. Procedure

Title: Sociaal secretariaat

Description: Deze opdracht heeft tot doel een sociaal secretariaat aan te wijzen en een HRIS-oplossing te implementeren, met inbegrip van een systeem voor de registratie van de werktijd, een systeem voor het administratief beheer van het personeel en de loonberekening, alsook de daarmee samenhangende diensten van het sociaal secretariaat.

Procedure identifier: c496203b-fb4f-4ea0-88b5-db1b9f0d3578

Internal identifier: 2026-12

Type of procedure: Open

The procedure is accelerated: no

2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79631000 Personnel and payroll services

2.1.2. Place of performance

Country subdivision (NUTS): Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad (BE100)

Country: Belgium

2.1.4. General information

Legal basis:

Directive 2014/24/EU

2.1.6. Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

5. Lot

5.1. Lot: LOT-0001

Title: 2026-12 - 1

Description: Deze opdracht heeft tot doel een sociaal secretariaat aan te wijzen en een HRIS-oplossing te implementeren, met inbegrip van een systeem voor de registratie van de werktijd, een systeem voor het administratief beheer van het personeel en de loonberekening, alsook de daarmee samenhangende diensten van het sociaal secretariaat.

Internal identifier: 1

5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79631000 Personnel and payroll services

5.1.2. Place of performance

Country subdivision (NUTS): Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad (BE100)

Country: Belgium

5.1.3. Estimated duration

Other duration: Unlimited

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): no

5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

5.1.11. Procurement documents

Address of the procurement documents: <https://www.publicprocurement.be/publication-workspaces/7ebddc66-394f-429a-9f6f-f903140f64be/documents>

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.publicprocurement.be/supplier/enterprises/0/tendering-workspaces/publication-workspace-detail/7ebddc66-394f-429a-9f6f-f903140f64be/general>

Languages in which tenders or requests to participate may be submitted: French, Dutch

Electronic catalogue: Not allowed

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Deadline for receipt of tenders: 17/08/2026 10:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 120 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: yes

Electronic payment will be used: yes

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

Mediation organisation: SAMUSOCIAL ASBL

Review organisation: SAMUSOCIAL ASBL

Information about review deadlines: Wet van 17 juni 2013 betreffende de motivering, de informatie en de rechtsmiddelen inzake overheidsopdrachten en bepaalde opdrachten voor werken, leveringen en diensten en latere wijzigingen.

8. Organisations

8.1. ORG-0001

Official name: SAMUSOCIAL ASBL

Registration number: 0723631678_3476

Postal address: 68, Boulevard Poincaré

Town: Anderlecht

Postcode: 1070

Country subdivision (NUTS): Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad (BE100)

Country: Belgium

Email: marches.publics@samusocial.be

Telephone: 025268429

Buyer profile: <https://www.publicprocurement.be/bda?organisationIds=3476&includeOrganisationChildren=true>

Roles of this organisation:

Buyer

Review organisation

Mediation organisation

8.1. ORG-0002

Official name: FOD Beleid en Ondersteuning

Registration number: BE001

Postal address: Simon Bolivarlaan 30, bus 1

Town: Brussel

Postcode: 1000

Country subdivision (NUTS): Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad (BE100)

Country: Belgium

Email: revise@publicprocurement.be

Telephone: +32 2 740 80 00

Internet address: <https://bosa.belgium.be>

Roles of this organisation:

TED eSender

Notice information

Notice identifier/version: e89859a2-8f63-4d35-837c-1c08b350ad03 - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice subtype: 16

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