

**Belgium-Antwerp: Business services: law, marketing, consulting, recruitment, printing and security**

**OJ S 248/2013 21/12/2013**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Provincie Antwerpen – Departement Logistiek - Dienst Overheidsopdrachten

Postal address: Koningin Elisabethlei 22

Town: Antwerpen

Postal code: 2018

Country: Belgium

For the attention of: Lommaert Guido Jacques

E-mail: [guido.lommaert@admin.provant.be](mailto:guido.lommaert@admin.provant.be)

Telephone: +32 32405312

**Internet address(es):**

General address of the contracting authority: [www.provant.be](http://www.provant.be)

Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=164617>

**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 authority

**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: yes

Official name: Verzelfstandigde entiteiten opgericht door de Provincie Antwerpen

Postal address: Koningin Elisabethlei 22

Town: Antwerpen

Postal code: 2018

Country: Belgium

**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**

Aanstellen van een externe projectbegeleider voor energie-gerelateerde groepsaankopen of gelijkaardige initiatieven ten behoeve van bedrijven en particulieren in de provincie Antwerpen.

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

Services

Service category No 10: Market research and public opinion polling services

Main site or place of performance: Provincie Antwerpen.

NUTS code BE21 Prov. Antwerpen

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

The procurement involves the establishment of a framework agreement

## **II.1.4. Information about framework agreement**

Framework agreement with a single operator

### **Duration of the framework agreement**

Duration in months: 48

### **Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT: 200 000 EUR

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

De Provincie Antwerpen zoekt een dienstverlener die de provincie kan adviseren en begeleiden bij het opzetten en organiseren van energie-gerelateerde initiatieven voor de particulieren en bedrijven in de provincie Antwerpen, zoals het organiseren van samenaankopen van groene stroom en gas. De dienstverlener zal volledig verantwoordelijk zijn voor de gehele logistieke organisatie van de campagnes. De opdracht heeft een duurtijd van vier jaar. Ze vangt aan de dag na sluiting van de opdracht. Na elke voltooide campagne zal een evaluatie gemaakt worden van de resultaten en zal beslist worden of er een nieuwe campagne georganiseerd wordt. De opdracht zal bijgevolg bestaan uit één of meerder campagnes per jaar, voor zolang als het opzetten van soortgelijke initiatieven opportuun geacht wordt.

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

79000000 Business services: law, marketing, consulting, recruitment, printing and security

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

The procurement is covered by the Government Procurement Agreement: no

## **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**

Estimated value excluding VAT: 200 000 EUR

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

Options: no

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

This contract is subject to renewal: no

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

Duration in months: 48 (from the award of the contract)

## 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

#### 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

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

Minimum level(s) of standards possibly required:

Klasse: N/A, Kategorie: N/A.

#### 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: no

#### 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

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### IV.1. Type of procedure

#### IV.1.1. Type of procedure

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) no

#### IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

#### IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated yes

### IV.2. Award criteria

#### IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

**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**

Prov Ant - AT-13-037-F02

**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: 12.1.2014 - 09:00

Payable documents: no

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

13.1.2014 - 09:00

**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**

Dutch.

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

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

**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**

The procurement is related to a project and/or programme financed by European Union funds:

no

**VI.3. Additional information**

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

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

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

19.12.2013