

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

**OJ S 154/2023 11/08/2023**

**Contract notice**

**Services**

**Legal Basis:**

Directive 2014/24/EU

## **Section I: Contracting authority**

---

### **I.1. Name and addresses**

Official name: BOSA-DG Recrutement et Développement

National registration number: 0671.516.647\_550142

Postal address: Boulevard Simon Bolivar 30 boîte 1

Town: Bruxelles

NUTS code: BE100 Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad

Postal code: 1000

Country: Belgium

E-mail: [thibaut.wattiez@bosa.fgov.be](mailto:thibaut.wattiez@bosa.fgov.be)

**Internet address(es):**

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

Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=491775>

### **I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=491775>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://eten.publicprocurement.be/etendering/viewWorkspacesBasedOnExtUrl.do?wsName=BOSA-DGRO+-2023+R%26O+058-F02>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: <https://enot.publicprocurement.be/enot-war/displayForum.do?forumId=55548>

### **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**

General public services

## **Section II: Object**

---

### **II.1. Scope of the procurement**

#### **II.1.1. Title**

Procédure ouverte pour l'accompagnement du SPF BOSA dans l'implémentation du cadre général et de feuilles de route pour son programme « Administration fédérale durable » pour le compte du SPF BOSA.

**II.1.2. Main CPV code**

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

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Pour l'aider dans cette mission, le SPF BOSA souhaite faire appel à des conseillers externes expérimentés en matière de durabilité qui peuvent accompagner le SPF BOSA dans le programme « Administration Fédérale Durable » et plus particulièrement dans l'accompagnement et le développement d'un plan d'action stratégique/d'une feuille de route pour la Durabilité chez nos partenaires avec comme document de référence, la Charte « administration fédérale durable ».

**II.1.5. Estimated total value**

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description**

**II.2.3. Place of performance**

NUTS code: BE1 Région de Bruxelles-Capitale/Brussels Hoofdstedelijk Gewest

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

Pour l'aider dans cette mission, le SPF BOSA souhaite faire appel à des conseillers externes expérimentés en matière de durabilité qui peuvent accompagner le SPF BOSA dans le programme « Administration Fédérale Durable » et plus particulièrement dans l'accompagnement et le développement d'un plan d'action stratégique/d'une feuille de route pour la Durabilité chez nos partenaires avec comme document de référence, la Charte « administration fédérale durable ».

**II.2.5. Award criteria**

Criteria below

Quality criterion - Name: Qualité / Weighting: 60

Price - Weighting: 40

**II.2.6. Estimated value**

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

Duration in months: 36

This contract is subject to renewal: no

**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**

Voir cahier spécial des charges.

## **Section III: Legal, economic, financial and technical information**

---

### **III.1. Conditions for participation**

#### **III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

Voir cahier spécial des charges

#### **III.1.2. Economic and financial standing**

List and brief description of selection criteria:

Voir cahier spécial des charges

#### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

Voir cahier spécial des charges

Minimum level(s) of standards possibly required:

Classe: N/A, Catégorie: N/A

### **III.2. Conditions related to the contract**

#### **III.2.2. Contract performance conditions**

Voir cahier spécial des charges

## **Section IV: Procedure**

---

### **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: 08/09/2023 Local time: 10:10

#### **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, Dutch

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 4 (from the date stated for receipt of tender)

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

Date: 08/09/2023 Local time: 10:10

## Section VI: Complementary information

---

### VI.1. Information about recurrence

This is a recurrent procurement: no

### VI.2. Information about electronic workflows

Electronic invoicing will be accepted

### VI.3. Additional information

Toute question relative au présent marché sera posée exclusivement par le biais du «forum» attendant à l'avis de marché accessible sur le site <https://enot.publicprocurement.be>, au plus tard le 22/08/23. Passé ce délai, plus aucune question ne sera ni acceptée ni traitée.

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: Conseil d'Etat

Postal address: rue de la Science 33

Town: Bruxelles

Postal code: 1040

Country: Belgium

Telephone: +32 22349470

Fax: +32 22349842

Internet address: <http://www.raadvst-consetat.be>

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

08/08/2023