

Portugal-Lisbon: Document management services

OJ S 160/2023 22/08/2023

Contract notice**Services****Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Instituto de Gestão Financeira da Segurança Social, I. P.

National registration number: 500715505

Postal address: Av. Manuel da Maia n.º 58

Town: Lisboa

NUTS code: PT Portugal

Postal code: 1049 002

Country: Portugal

E-mail: igfss-dga-dai@seg-social.pt**Internet address(es):**Main address: <https://www.acingov.pt>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.acingov.pt>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Other activity: Segurança Social

Section II: Object

II.1. Scope of the procurement**II.1.1. Title**

Aquisição de serviços de gestão, registo e digitalização do expediente

Reference number: 2123000033

II.1.2. Main CPV code

72512000 Document management services

II.1.3. Type of contract

Services

II.1.4. Short description

Aquisição de serviços de gestão, registo e digitalização do expediente

II.1.5. Estimated total value

Value excluding VAT: 406 836,00 EUR

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: PT Portugal

II.2.4. Description of the procurement

Aquisição de serviços de gestão, registo e digitalização do expediente

II.2.5. Award criteria

Criteria below

Price

II.2.6. Estimated value

Value excluding VAT: 406 836,00 EUR

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

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: no

IV.2. Administrative information

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 16/09/2023 Local time: 23:59

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

Portuguese

IV.2.7. Conditions for opening of tenders

Date: 18/09/2023 Local time: 09:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: IGFSS - Conselho Diretivo

Postal address: Av. Manuel da Maia n.º58

Town: Lisboa

Postal code: 1049 002

Country: Portugal

E-mail: igfss-dga-dai@seg-social.pt

VI.5. Date of dispatch of this notice

17/08/2023