

**Belgium-Eeklo: Payroll management services**  
**OJ S 228/2018 27/11/2018**  
**Contract award notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Stad Eeklo  
Postal address: Industrielaan 2  
Town: Eeklo  
NUTS code: BE233 Arr. Eeklo  
Postal code: 9900  
Country: Belgium  
Contact person: Mevrouw Sofie Loridan  
E-mail: [sofie.loridan@eeklo.be](mailto:sofie.loridan@eeklo.be)  
Telephone: +32 92182822  
Fax: +32 92182801  
**Internet address(es):**  
Main address: [www.eeklo.be](http://www.eeklo.be)

**I.4. Type of the contracting authority**

Regional or local authority

**I.5. Main activity**

General public services

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**Section II: Object**

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

**II.1.1. Title**

Beheer weddendossiers door full service secretariaat  
Reference number: B054-2018

**II.1.2. Main CPV code**

79211110 Payroll management services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Zie II.2.4

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.1.7.**

## **Total value of the procurement**

Value excluding VAT: 342 174,10 EUR

### **II.2. Description**

#### **II.2.3. Place of performance**

NUTS code: BE233 Arr. Eeklo

Main site or place of performance: Stad Eeklo, Industrielaan 2 te 9900 Eeklo

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

Stad Eeklo en OCMW Eeklo wensen voor de loon- en personeelsadministratie een beroep te doen op een full service secretariaat en te opteren voor outsourcing van deze kernactiviteiten. Eventueel kan ook de Vereniging Welzijnsband Meetjesland opteren om hierin mee te stappen. De opdracht omvat het volledig actueel houden van de theoretische weddendossiers van het personeel en de praktische uitvoering ervan, zoals beschrijven in de technische bepalingen van dit bestek.

De dienstverlener treedt op als full service secretariaat voor de opdrachtgever. Vertrekkende van basisgegevens die door het bestuur verstrekt worden, wordt de volledige (loon) administratie beheerd en behartigd door een persoonlijk dossierbeheerder.

Plaats van dienstverlening:

- Stad Eeklo, Industrielaan 2, 9900 Eeklo
- OCMW Eeklo, Visstraat 16, 9900 Eeklo
- Welzijnsband Meetjesland, Visstraat 16, 9900 Eeklo

#### **II.2.5. Award criteria**

Quality criterion - Name: Volledig procesverloop / Weighting: 300

Quality criterion - Name: Uitbreidings- en integratiemogelijkheden / Weighting: 200

Quality criterion - Name: Dienstverlening / Weighting: 300

Price - Weighting: 200

#### **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**

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#### **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.2.1.**

## Previous publication concerning this procedure

Notice number in the OJ S: [2018/S 138-315412](#)

### IV.2.8. Information about termination of dynamic purchasing system

### IV.2.9. Information about termination of call for competition in the form of a prior information notice

## Section V: Award of contract

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**Contract No:** B054-2018

**Lot No:** 1

**Title:**

Beheer weddendossiers door full service secretariaat

A contract/lot is awarded: yes

### V.2. Award of contract

#### V.2.1. Date of conclusion of the contract

22/11/2018

#### V.2.2. Information about tenders

Number of tenders received: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

The contract has been awarded to a group of economic operators: no

#### V.2.3. Name and address of the contractor

Official name: Cipal Schaubroeck nv

Postal address: Steenweg Deinze 154

Town: Nazareth

NUTS code: BE Belgique / België

Postal code: 9810

Country: Belgium

E-mail: [info@cipalschaubroeck.be](mailto:info@cipalschaubroeck.be)

Telephone: +32 93890211

The contractor is an SME: no

#### V.2.4. Information on value of the contract/lot

Total value of the contract/lot: 342 174,10 EUR

#### V.2.5. Information about subcontracting

## Section VI: Complementary information

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### VI.3. Additional information

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: Raad van State

Town: Brussel

Country: Belgium

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

23/11/2018