

**Belgium-Brussels: Various office equipment and supplies**

OJ S 219/2020 10/11/2020

Contract notice

Supplies

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Partena Promeris Corporate Services GIE

National registration number: 0507.647.916\_528451

Postal address: Chaussée de Gand 1434

Town: Bruxelles

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

Postal code: 1082

Country: Belgium

E-mail: [achats@partenapromeris.be](mailto:achats@partenapromeris.be)

Telephone: +32 25497815

**Internet address(es):**Main address: <http://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=391923>Address of the buyer profile: <https://enot.publicprocurement.be/enot-war/preViewNotice.do?noticeId=391923>**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

**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=391923>

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=Partena+Promeris+Corporate+Services+-0906-20-009-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=32847>**I.4. Type of the contracting authority**

Other type: Mutualités

**I.5. Main activity**

Other activity: Mutualités

**Section II: Object**

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

**II.1.2. Main CPV code**

30190000 Various office equipment and supplies

**II.1.3. Type of contract**

Supplies

**II.1.4. Short description**

Le présent marché a pour objet l'achat de tout le petit matériel de bureau, papier, fournitures de catering et d'hygiène ainsi que le matériel d'emballage, de protection personnel et d'ergonomie.

**II.1.5. Estimated total value**

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description**

**II.2.2. Additional CPV code(s)**

30191000 Office equipment except furniture, 30191100 Filing equipment, 30192100 Erasers, 30192121 Ballpoint pens, 30192122 Fountain pens, 30192123 Fibre pens, 30192125 Markers, 30192130 Pencils, 30192133 Pencil sharpeners, 30192170 Notice boards, 30192800 Self-adhesive labels, 30192920 Correction fluid, 30193300 Hanging organisers, 30193700 File storage box, 30197000 Small office equipment, 30197100 Staples, tacks, drawing pins, 30197210 Ring binders, 30197200 Ring binders and paper clips, 30197220 Paper clips, 30197300 Letter openers, staplers and hole punches, 30197630 Printing paper, 30199600 Dividers for stationery, 30199780 Blotting pads

**II.2.3. Place of performance**

NUTS code: BE Belgique / België

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

Achat du petit matériel de bureau. Une description détaillée des articles figure dans l'inventaire des prix.

**II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

**II.2.6. Estimated value**

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

Duration in months: 48

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

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

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

## **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**

The procurement involves the establishment of a framework agreement  
Framework agreement with a single operator

#### **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: 07/12/2020 Local time: 10:00

#### **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: 3 (from the date stated for receipt of tender)

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

Date: 07/12/2020 Local time: 10:00

## **Section VI: Complementary information**

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### **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: Tribunal de première instance de Bruxelles

Town: Bruxelles

Postal code: 1000

Country: Belgium

**VI.4.2. Body responsible for mediation procedures**

Official name: Tribunal de première instance de Bruxelles

Town: Bruxelles

Postal code: 1000

Country: Belgium

**VI.4.4. Service from which information about the review procedure may be obtained**

Official name: Tribunal de première instance de Bruxelles

Town: Bruxelles

Postal code: 1000

Country: Belgium

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

05/11/2020