

**Netherlands-Amersfoort: Postal services related to letters**  
**OJ S 175/2023 12/09/2023**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Gemeente Amersfoort  
National registration number: 451541026  
Postal address: Stadhuisplein 1  
Town: Amersfoort  
NUTS code: NL Nederland  
Postal code: 3811 LM  
Country: Netherlands  
Contact person: Myrthe van den Berk-Delvaux  
E-mail: [aanbestedingen@amersfoort.nl](mailto:aanbestedingen@amersfoort.nl)  
Telephone: +31 334695111  
Fax: +31 334695468

**Internet address(es):**

Main address: <http://www.amersfoort.nl>  
Address of the buyer profile: <http://www.amersfoort.nl/aanbestedingen>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.tenderned.nl/aankondigingen/overzicht/309249/details>  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted electronically via: <https://www.tenderned.nl/aankondigingen/overzicht/309249/details>  
Tenders or requests to participate must be submitted to the abovementioned address

**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**

Postdienstverlening

**II.1.2. Main CPV code**

64112000 Postal services related to letters

**II.1.3.**

## **Type of contract**

Services

### **II.1.4. Short description**

De opdracht bestaat uit het vervullen van de Postdienstverlening van de gemeente Amersfoort, verdeeld over twee (2) percelen.

- Perceel 1: Geadresseerde post (NAW en AW);
- Perceel 2: Verkiezingspost

### **II.1.5. Estimated total value**

### **II.1.6. Information about lots**

This contract is divided into lots: yes  
Tenders may be submitted for all lots

## **II.2. Description**

### **II.2.1. Title**

Geadresseerde post (NAW en AW)  
Lot No: 1

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

64112000 Postal services related to letters

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

NUTS code: NL Nederland  
Main site or place of performance: Amersfoort

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

Ca. € 250.000,- excl. BTW per jaar.

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

Criteria below  
Quality criterion - Name: Kwaliteit - Perceel 1 - Geadresseerde post / Weighting: 60  
Price - Weighting: 40

### **II.2.6. Estimated value**

Value excluding VAT: 500 000,00 EUR

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

Start: 01/01/2024 End: 01/01/2026  
This contract is subject to renewal: yes  
Description of renewals:  
Optie tot verlenging van zes maal één jaar.

### **II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11. Information about options**

Options: yes  
Description of options:  
Optie tot verlenging.

### **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**

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

##### **II.2.1. Title**

Verkiezingspost  
Lot No: 2

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

64112000 Postal services related to letters

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

NUTS code: NL Nederland  
Main site or place of performance: Amersfoort

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

De omvang varieert per soort verkiezing. Gemiddeld geldt het volgende per verkiezing:  
- 123.000 enveloppen, vermoedelijk C5 formaat, met één of twee gepersonaliseerde stempassen (inclusief bijsluiter) welke geadresseerd zijn met N.A.W.-gegevens en een KIX-code;  
- 67.000 huis-aan-huis kandidatenlijsten (dubbelzijdig bedrukt) met een uniek adres + woonplaats (A.W.-gegevens afgedrukt ten behoeve van de postbestelling).

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

Criteria below  
Quality criterion - Name: Kwaliteit - Perceel 2 - Verkiezingspost / Weighting: 60  
Price - Weighting: 40

##### **II.2.6. Estimated value**

Value excluding VAT: 120 000,00 EUR

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

Start: 01/01/2024 End: 01/01/2026  
This contract is subject to renewal: yes  
Description of renewals:  
Optie tot verlenging van zes maal één jaar.

##### **II.2.10. Information about variants**

Variants will be accepted: no

##### **II.2.11. Information about options**

Options: yes  
Description of options:  
Optie tot verlenging.

##### **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

#### 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: 26/10/2023 Local time: 12:00

#### 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

Dutch

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

Duration in months: 2 (from the date stated for receipt of tender)

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

Date: 26/10/2023 Local time: 12:00

## 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: Rechtbank Midden Nederland

Town: Utrecht

Country: Netherlands

E-mail: [m-nederland@rechtspraak.nl](mailto:m-nederland@rechtspraak.nl)

Telephone: +31 883620000

Fax: +31 302233049

Internet address: <http://www.rechtspraak.nl>

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

07/09/2023