

**Netherlands-Bilthoven: Typing, word-processing and desktop publishing services**

OJ S 188/2023 29/09/2023

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: IUC-RIVM

National registration number: 30276683

Postal address: Postbus 1

Town: Bilthoven

NUTS code: NL Nederland

Postal code: 3720 BA

Country: Netherlands

Contact person: A. Autar

E-mail: [ashwin.autar@rivm.nl](mailto:ashwin.autar@rivm.nl)

Telephone: +31 611171168

**Internet address(es):**Main address: <http://www.rivm.nl>Address of the buyer profile: <https://platform.negometrix.com/PublishedTenders.aspx?tenderid=206626>**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://platform.negometrix.com/PublishedTenders.aspx?tenderid=206626>

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**

National or federal agency/office

**I.5. Main activity**

General public services

**Section II: Object**

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

Uitvoeren van transcribeerdiensten

**II.1.2. Main CPV code**

79550000 Typing, word-processing and desktop publishing services

**II.1.3. Type of contract**

Services

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

Het transcriberen, letterlijk en/of woordelijk, van gespreksopnames: audio-opnames en/of audio-beeldopnames. Een gespreksopname wordt omgezet naar (uit)geschreven tekst in dezelfde taal als in betreffende gespreksopname. Gespreksopnames vinden zowel digitaal als fysiek in verschillende vormen plaats: in ieder geval in focusgroepen, bijeenkomsten en/of (individuele) interviews.

#### **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)**

79552000 Word-processing services

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

NUTS code: NL Nederland

Main site or place of performance:

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

De gesprekken worden overwegend in de Nederlandse taal opgenomen, daarnaast in het Engels. Transcripten dienen van en naar het Nederlands of van en naar het Engels plaats te vinden. Hiernaast vinden er ook gespreksopnames plaats, bijvoorbeeld in de Turkse, Berberse, Arabische (verschillende dialecten/varianten) of Poolse taal. De verwachting is dat het RIVM in de toekomst meer kwalitatief onderzoek gaat doen onder mensen met andere migratie achtergronden. Transcripten in andere talen zijn daarom wenselijk. Transcripten in het Nederlands en/of Engels zullen altijd het gros van de opdrachten bevatten.

#### **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: 24

This contract is subject to renewal: yes

Description of renewals:

2 x 1 jaar verlengingsmogelijkheid

#### **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: 06/11/2023 Local time: 14:00

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

Date: 06/11/2023 Local time: 15:00

## **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 Den Haag

Town: Den Haag

Country: Netherlands

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

25/09/2023