

**Netherlands-Breda: Payroll management services**

OJ S 252/2021 28/12/2021

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: INOS, Stichting Katholiek Onderwijs Breda

National registration number: 7706712

Postal address: Haagweg 1

Town: BREDA

NUTS code: NL Nederland

Postal code: 4814GA

Country: Netherlands

Contact person: Inkoop Meesters

E-mail: [post@inkoopmeesters.nl](mailto:post@inkoopmeesters.nl)

Telephone: +31 413745084

**Internet address(es):**

Main address: <http://www.inos.nl>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.tenderned.nl/tenderned-web/aankondiging/detail/publicatie/akid/cb429a707c25627f7a12e70f40474992>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.tenderned.nl/tenderned-web/aankondiging/detail/publicatie/akid/cb429a707c25627f7a12e70f40474992>

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**

Education

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**Section II: Object**

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

**II.1.1. Title**

Personeels- en salarisadministratie

**II.1.2. Main CPV code**

79211110 Payroll management services

**II.1.3. Type of contract**

Services

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

Personeelsadministratie

- Controle op invoer nieuwe medewerkers en mutaties in de personeelsadministratie (ingevoerd door Opdrachtgever);

- Doorvoeren van cao wijzigingen in AFAS;

Salarisadministratie

- Doorvoeren cao wijzigingen in AFAS;

- Verwerken van salarismutaties en eenmalige te verlonen componenten (zoals declaraties van dienstreizen, eenmalige betalingen et cetera);

- Aanleveren van een salarisoverzicht aan Opdrachtgever ter controle;

- Samenstellen betaalbestand waarmee Opdrachtgever kan betalen.

Door ontwikkelen functionaliteit AFAS

- Het in samenwerking met Opdrachtgever verder ontwikkelen van het gebruik van AFAS, voor zowel de HR, verzuim, de financiën als de inkoopfunctionaliteit.

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

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

This contract is divided into lots: no

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

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

NUTS code: NL411 West-Noord-Brabant

Main site or place of performance: Breda

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

De omvang van de opdracht is circa € 165.000 per jaar inclusief btw.

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

Criteria below

Quality criterion - Name: Kwaliteit / Weighting: 80

Price - Weighting: 20

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

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

Duration in months: 180

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.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

- Verplichte uitsluitingsgronden,
- Faillissement of Surseance van betaling

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

List and brief description of selection criteria:

- Kerncompetenties

## **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: 10/02/2022 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**

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: 11/02/2022 Local time: 00:05

## **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 Breda

Town: Breda

Country: Netherlands

E-mail: [aanbesteding@anculus.nl](mailto:aanbesteding@anculus.nl)

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

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

23/12/2021