



Supplement to the Official Journal of the European Union

Info and online forms: <http://simap.ted.europa.eu>

Contract notice

This notice is related to following:

- Directive 2014/24/EU
- Regulation (EU, Euratom) 2018/1046

Section I: Contracting authority

I.1) Name and addresses ¹ (please identify all contracting authorities responsible for the procedure)

Official name: Educational Research Centre			National registration number: ²
Postal address: DCU St Patrick's College Campus, Dublin 9			
Town: Dublin	NUTS code: IE	Postal code: D09 AN2F	Country: Ireland
Contact person: Donnacha Phelan			Telephone:
E-mail: info@erc.ie			Fax:
Internet address(es)			
Main address: (URL) https://www.etenders.gov.ie			
Address of the buyer profile: (URL) https://www.etenders.gov.ie			

I.2) Joint procurement

<input type="checkbox"/> The contract involves joint procurement, In the case of joint procurement involving different countries, state applicable national procurement law:
<input type="checkbox"/> The contract is awarded by a central purchasing body.

I.3) Communication

<input checked="" type="radio"/> The procurement documents are available for unrestricted and full direct access, free of charge, at: (URL) https://etenders.gov.ie
<input type="radio"/> Access to the procurement documents is restricted. Further information can be obtained at: (URL)
Additional information can be obtained from
<input checked="" type="radio"/> the abovementioned address
<input type="radio"/> another address: (please provide another address)
Tenders or requests to participate must be submitted
<input checked="" type="checkbox"/> electronically via: (URL) https://etenders.gov.ie
<input checked="" type="radio"/> to the abovementioned address
<input type="radio"/> to the following address: (please provide another address)
<input type="checkbox"/> 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: (URL)

I.4) Type of the contracting authority

<input type="radio"/> Ministry or any other national or federal authority, including their regional or local subdivisions	<input type="radio"/> Regional or local agency/office
<input type="radio"/> National or federal agency/office	<input checked="" type="radio"/> Body governed by public law
<input type="radio"/> Regional or local authority	<input type="radio"/> European institution/agency or international organisation
	<input type="radio"/> Other type:

I.5) Main activity

<input type="radio"/> General public services	<input type="radio"/> Housing and community amenities
<input type="radio"/> Defence	<input type="radio"/> Social protection
<input type="radio"/> Public order and safety	<input type="radio"/> Recreation, culture and religion
<input type="radio"/> Environment	<input checked="" type="radio"/> Education
<input type="radio"/> Economic and financial affairs	<input type="radio"/> Other activity:
<input type="radio"/> Health	

Section II: Object

II.1) Scope of the procurement

II.1.1) Title: Framework for the Provision of Data Entry and Records Management (Archival) Services to the Educational Research Centre	Reference number: ²
II.1.2) Main CPV code: 72312000 Supplementary VOC code: ^{1,2}	
II.1.3) Type of contract <input type="radio"/> Works <input type="radio"/> Supplies <input checked="" type="radio"/> Services	
II.1.4) Short description: The Educational Research Centre (ERC) invites tenders from economic operators for appointment to a multi-supplier framework agreement for the provision of the services as described in the RFT document that accompanies this Call for Tenders. In summary, the services comprise: <ul style="list-style-type: none"> • Data Entry: Studies/Projects – Lot 1. This lot involves the processing of questionnaires, booklets etc. from students participating in specific studies/projects (in paper format). • Data Entry: Scanning and Processing of Tests – Lot 2. This lot involves the processing and scanning of answer sheets for tests administered by the ERC's Test Department. • Records Management (Archival) – Lot 3. This lot involves the provision of a regular off-site archival service for paper-based materials arising from the processing of questionnaires, booklets etc. Refer to Appendix 1: Requirements and Specifications of the RFT for a detailed description of the services required by the ERC. 	
II.1.5) Estimated total value Value excluding VAT: [250000.00] Currency: EUR <i>(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of the framework agreement or dynamic purchasing system)</i>	
II.1.6) Information about lots This contract is divided into lots <input checked="" type="radio"/> yes <input type="radio"/> no Tenders may be submitted for <input checked="" type="radio"/> all lots <input type="radio"/> maximum number of lots: <input type="radio"/> one lot only <input type="checkbox"/> Maximum number of lots that may be awarded to one tenderer: <input type="checkbox"/> The contracting authority reserves the right to award contracts combining the following lots or groups of lots:	

II.2) Description ¹ (1)

II.2.1) Title: ² Data Entry - Studies	Lot No: ² 1
II.2.2) Additional CPV code(s): ²	
Main CPV code: ¹ 92512000	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79996100	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79999100	Supplementary VOC code: ^{1,2}
II.2.3) Place of performance	
NUTS code: ¹ [IE061]	Main site or place of performance:
II.2.4) Description of the procurement: The Educational Research Centre (ERC) invites tenders from economic operators for appointment to a multi-supplier framework agreement for the provision of the services as described in the RFT document that accompanies this Call for Tenders. In summary, the services comprise: <ul style="list-style-type: none"> • Data Entry: Studies/Projects – Lot 1. This lot involves the processing of questionnaires, booklets etc. from students participating in specific studies/projects (in paper format). • Data Entry: Scanning and Processing of Tests – Lot 2. This lot involves the processing and scanning of answer sheets for tests administered by the ERC's Test Department. • Records Management (Archival) – Lot 3. This lot involves the provision of a regular off-site archival service for paper-based materials arising from the processing of questionnaires, booklets etc. Refer to Appendix 1: Requirements and Specifications of the RFT for a detailed description of the services required by the ERC. <i>(nature and quantity of works, supplies or services or indication of needs and requirements)</i>	
II.2.5) Award criteria:	
<input type="radio"/> Criteria below	
<input type="checkbox"/> Quality criterion ^{1,2,20}	
<input type="radio"/> Cost criterion ^{1,20}	
<input type="radio"/> Price ²¹ - Weighting:	
<input checked="" type="radio"/> Price is not the only award criterion and all criteria are stated only in the procurement documents	
II.2.6) Estimated value	
Value excluding VAT: [250000.00] Currency: EUR	
<i>(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of this lot)</i>	
II.2.7) Duration of the contract, framework agreement or dynamic purchasing system	
Duration in months: 24 or Duration in days:	
or Start: <i>(dd/mm/yyyy)</i> / End: <i>(dd/mm/yyyy)</i>	
<input checked="" type="checkbox"/> This contract is subject to renewal	
Description of renewals: Up to two extensions, each of 12 months	
II.2.9) Information about the limits on the number of candidates to be invited <i>(except in open procedures)</i>	
Envisaged number of candidates:	
or Envisaged minimum number: / Maximum number: ²	
Objective criteria for choosing the limited number of candidates:	
II.2.10) Information about variants	
<input type="checkbox"/> Variants will be accepted	
II.2.11) Information about options	
Options <input type="radio"/> yes <input checked="" type="radio"/> no	
Description of options:	
II.2.12) Information about electronic catalogues	
<input type="checkbox"/> Tenders must be presented in the form of electronic catalogues or include an electronic catalogue	
II.2.13) Information about European Union funds	
The procurement is related to a project and/or programme financed by European Union funds <input type="radio"/> yes <input checked="" type="radio"/> no	
Identification of the project:	
II.2.14) Additional information:	

II.2) Description ¹ (3)

II.2.1) Title: ² Records Management - Archival	Lot No: ² 3
II.2.2) Additional CPV code(s): ²	
Main CPV code: ¹ 92512000	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79996100	Supplementary VOC code: ^{1,2}
Main CPV code: ¹ 79999100	Supplementary VOC code: ^{1,2}
II.2.3) Place of performance	
NUTS code: ¹ [IE061]	Main site or place of performance:
II.2.4) Description of the procurement: The Educational Research Centre (ERC) invites tenders from economic operators for appointment to a multi-supplier framework agreement for the provision of the services as described in the RFT document that accompanies this Call for Tenders. In summary, the services comprise: <ul style="list-style-type: none"> • Data Entry: Studies/Projects – Lot 1. This lot involves the processing of questionnaires, booklets etc. from students participating in specific studies/projects (in paper format). • Data Entry: Scanning and Processing of Tests – Lot 2. This lot involves the processing and scanning of answer sheets for tests administered by the ERC's Test Department. • Records Management (Archival) – Lot 3. This lot involves the provision of a regular off-site archival service for paper-based materials arising from the processing of questionnaires, booklets etc. Refer to Appendix 1: Requirements and Specifications of the RFT for a detailed description of the services required by the ERC. <i>(nature and quantity of works, supplies or services or indication of needs and requirements)</i>	
II.2.5) Award criteria:	
<input type="radio"/> Criteria below	
<input type="checkbox"/> Quality criterion ^{1,2,20}	
<input type="radio"/> Cost criterion ^{1,20}	
<input type="radio"/> Price ²¹ - Weighting:	
<input checked="" type="radio"/> Price is not the only award criterion and all criteria are stated only in the procurement documents	
II.2.6) Estimated value	
Value excluding VAT: [250000.00] Currency: EUR	
<i>(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of this lot)</i>	
II.2.7) Duration of the contract, framework agreement or dynamic purchasing system	
Duration in months: or Duration in days:	
or Start: <i>(dd/mm/yyyy)</i> 01/09/2023 / End: <i>(dd/mm/yyyy)</i> 31/08/2025	
<input type="checkbox"/> This contract is subject to renewal	
Description of renewals:	
II.2.9) Information about the limits on the number of candidates to be invited <i>(except in open procedures)</i>	
Envisaged number of candidates:	
or Envisaged minimum number: / Maximum number: ²	
Objective criteria for choosing the limited number of candidates:	
II.2.10) Information about variants	
<input type="checkbox"/> Variants will be accepted	
II.2.11) Information about options	
Options <input type="radio"/> yes <input checked="" type="radio"/> no	
Description of options:	
II.2.12) Information about electronic catalogues	
<input type="checkbox"/> Tenders must be presented in the form of electronic catalogues or include an electronic catalogue	
II.2.13) Information about European Union funds	
The procurement is related to a project and/or programme financed by European Union funds <input type="radio"/> yes <input checked="" type="radio"/> no	
Identification of the project:	
II.2.14) Additional information:	

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

<p>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:</p>
<p>III.1.2) Economic and financial standing <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required: ²</p>
<p>III.1.3) Technical and professional ability <input checked="" type="checkbox"/> Selection criteria as stated in the procurement documents List and brief description of selection criteria: Minimum level(s) of standards possibly required: ²</p>
<p>III.1.5) Information about reserved contracts ² <input type="checkbox"/> The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons <input type="checkbox"/> The execution of the contract is restricted to the framework of sheltered employment programmes</p>

III.2) Conditions related to the contract ²

<p>III.2.1) Information about a particular profession (<i>only for service contracts</i>) <input type="checkbox"/> Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:</p>
<p>III.2.2) Contract performance conditions:</p>
<p>III.2.3) Information about staff responsible for the performance of the contract <input type="checkbox"/> Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract</p>

Section IV: Procedure

IV.1) Description

<p>IV.1.1) Type of procedure</p> <p><input checked="" type="radio"/> Open procedure</p> <p style="margin-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Restricted procedure</p> <p style="margin-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Competitive procedure with negotiation</p> <p style="margin-left: 20px;"><input type="checkbox"/> Accelerated procedure Justification:</p> <p><input type="radio"/> Competitive dialogue</p> <p><input type="radio"/> Innovation partnership</p>
<p>IV.1.3) Information about a framework agreement or a dynamic purchasing system</p> <p><input checked="" type="checkbox"/> The procurement involves the establishment of a framework agreement</p> <p style="margin-left: 20px;"><input type="radio"/> Framework agreement with a single operator</p> <p style="margin-left: 20px;"><input checked="" type="radio"/> Framework agreement with several operators Envisaged maximum number of participants to the framework agreement: ² 2</p> <p><input type="checkbox"/> The procurement involves the setting up of a dynamic purchasing system</p> <p style="margin-left: 20px;"><input type="checkbox"/> The dynamic purchasing system might be used by additional purchasers</p> <p>In the case of framework agreements, provide justification for any duration exceeding 4 years:</p>
<p>IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue</p> <p><input type="checkbox"/> Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated</p>
<p>IV.1.5) Information about negotiation (only for competitive procedures with negotiation)</p> <p><input type="checkbox"/> The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations</p>
<p>IV.1.6) Information about electronic auction</p> <p><input type="checkbox"/> An electronic auction will be used</p> <p>Additional information about electronic auction:</p>
<p>IV.1.8) Information about the Government Procurement Agreement (GPA)</p> <p>The procurement is covered by the Government Procurement Agreement <input type="radio"/> yes <input checked="" type="radio"/> no</p>

IV.2) Administrative information

<p>IV.2.1) Previous publication concerning this procedure ²</p> <p>Notice number in the OJ S:</p> <p><i>(One of the following: Prior information notice; Notice on a buyer profile)</i></p>
<p>IV.2.2) Time limit for receipt of tenders or requests to participate</p> <p>Date: <i>(dd/mm/yyyy)</i> 07/08/2023 Local time: <i>(hh:mm)</i> 12:00</p>
<p>IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates ⁴</p> <p>Date: <i>(dd/mm/yyyy)</i></p>
<p>IV.2.4) Languages in which tenders or requests to participate may be submitted: ¹ [EN]</p>
<p>IV.2.6) Minimum time frame during which the tenderer must maintain the tender</p> <p>Tender must be valid until: <i>(dd/mm/yyyy)</i></p> <p>or Duration in months: 25 <i>(from the date stated for receipt of tender)</i></p>
<p>IV.2.7) Conditions for opening of tenders</p> <p>Date: <i>(dd/mm/yyyy)</i> 07/08/2023 Local time: <i>(hh:mm)</i> 12:01 Place:</p> <p>Information about authorised persons and opening procedure:</p>

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement yes no
 Estimated timing for further notices to be published:²

VI.2) Information about electronic workflows

- Electronic ordering will be used
 Electronic invoicing will be accepted
 Electronic payment will be used

VI.3) Additional information²

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VI.4) Procedures for review

VI.4.1) Review body

Official name: [The High Court](#)

Postal address:

Town: [Dublin](#)

Postal code:

Country: [Ireland](#)

E-mail:

Telephone:

Internet address: *(URL)*

Fax:

VI.4.2) Body responsible for mediation procedures²

Official name:

Postal address:

Town:

Postal code:

Country:

E-mail:

Telephone:

Internet address: *(URL)*

Fax:

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

VI.4.4) Service from which information about the review procedure may be obtained²

Official name:

Postal address:

Town:

Postal code:

Country:

E-mail:

Telephone:

Internet address: *(URL)*

Fax:

VI.5) Date of dispatch of this notice: *(dd/mm/yyyy)* [06/07/2023](#)

It is the contracting authority's/contracting entity's responsibility to ensure compliance with European Union law and any applicable laws.

¹ please repeat as many times as needed

² if applicable

⁴ if this information is known

²⁰ importance may be given instead of weighting

²¹ importance may be given instead of weighting; if price is the only award criterion, weighting is not used