



EUROPEAN UNION
EUROPEAN REGIONAL
DEVELOPMENT FUND



Request for quotation

Online database of companies operating in the B2B sector in the Kingdom of the Netherlands

27/04/2015

Trade and Investment Promotion Section of the Embassy of the Republic of Poland in The Hague is looking for a contractor for **services of providing unlimited (no limit of credits) access to an online database of Dutch companies operating in the B2B (business to business) sector** and hereby invites to submit the offers.

I. PURCHASER

**Trade and Investment Promotion Section
of the Embassy of the Republic of Poland in The Hague**

Van Lennepweg 51
2597 LG Den Haag
Tel.: +31 70 306 99 44
Fax: +31 70 354 39 66
e-mail: haga@trade.gov.pl
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II. DESCRIPTION OF THE SUBJECT OF THE ORDER

The subject of the order is:

a service consist of providing unlimited (no limit of credits) access to an online database of Dutch companies operating in the B2B (business to business).

The Purchase of services consisting of:

1. providing the purchaser the right to unlimited (no limit of credits) and uninterrupted use of the online database of Dutch companies operating in the B2B (business to business) sector.
2. providing the purchaser access to detailed financial information about 50 (fifty) enterprises.
3. transferring to the purchaser, for the period from **1st October 2015** to **31st December 2016**, passwords to the database without any limits on the export of data.

The database must contain the following:

1. Updated information about at least 2.000.000 (two million) Dutch business entities operating in the Netherlands.
2. Information about the business entities need to be updated at least once a month.

The ways of searching and filtering the data:

1. The database is to be able to search and filter the data according to the given criteria:
 - The full name of the company or abbreviated name of the company.
 - The industry in which the company operates - by keywords (e.g.: trade, services, production, export, import).
 - Product and service – offered and/or searched products/services (by the name, or part of it) or according to the NACE/SIC classification at a level of at least 4 digits, or according to the EKD classification at a level of at least 4 digits.
 - Location:
 - o province
 - o city
 - Other information:
 - o name and surname of the owner/Director/Manager
 - o legal form
 - o year of establishment
 - o volume of sales
 - o amount of employment
 - Ownership:
 - o name of shareholder
 - o country of origin of the investor/capital
 - o name of subsidiary
 - o country of subsidiary
 - Keywords.
2. The result of the search will be the list of companies that meet the prescribed criteria.
3. The results of the search will be possible to be presented in a form of the single information sheet by a company in the pdf format, which includes, among others, following data:
 - General information:
 - o full name of the company
 - o city
 - o street
 - o zip/postal code
 - o registration number (e.g. kvk number)
 - o capital
 - o telephone
 - o fax
 - o information about export/import
 - Main values:
 - o employment
 - o turnover.
 - Management.

- Type of activity:
 - o production
 - o services
 - o distribution.
- Offered products or services.
- Any additional information, e.g. other locations of the company, business hours etc.

The database features:

1. The database must be available in at least 2 languages: English and Dutch. The database has to have a complete translation of the interface in each language version at every stage of data search.
2. An access to the database has to be possible through Internet Explorer and Firefox web browsers.
3. The base must have features for easy export of the single basic data as well as group search results to external files with the possibility of direct saving on the user's computer. File formats of the exported data are .txt, .pdf, .csv-xls.
4. The database is to allow printing of the single and group data.
5. The database is to allow selecting any number of enterprises (desirable in one click) and the ability to select all search results by using the functionality of the "select all", with a large number of search results, in order to export the data to external files. The result of the export should be presented in the database file or the companies sheet.

The purchaser stipulates that the database is ready and complete product that at each stage of its usage meets the requirements set out in the description of the subject of the order.

III. EVALUATION CRITERIA

PRICE – Maximum number of points = 100.

Number of points (rounded to full numbers) will be calculated according to the formula:

$$C = C_{min} / C_b \times 100$$

where:

C – means the number of points that given offer received for the criteria of “price”,

C_{min} – the lowest price among all non-rejected offers,

C_b – the price of the examined offer.

VIII. PAYMENT

Payment will be done in advance by transfer to the bank account of the contractor after signing of the contract and issuing of the VAT invoice.

IX. DESCRIPTION OF THE OFFER PREPARATION

The offer should be prepared by filling out the offer form - Annex No 1 to this request.

X. PLACE AND TIME FOR A SUBMISSION OF OFFER

1. The deadline for the submission of offers: **6th May 2015**.
2. The offer must be valid for at least **30 days** from the date of sending.
3. The offer should be **delivered or sent** to:
 - e-mail: **haga@trade.gov.pl**
 - or address:
Trade and Investment Promotion Section of the Polish Embassy in The Hague
Van Lennepweg 51, 2597 LG Den Haag

The purchaser reserves the right not to choose any contractor at any time without giving any reason.

Purchase will be carried out in the framework of the system project "The Network of Investors' Assistance" co-financed by the European Regional Development Fund, Innovative Economy Operational Programme 2007-2013.