

785646-2025 - Competition

Portugal – Office supplies – Aquisição de material de escritório, de material para atividades de expressão plástica e de papel de fotocópia e impressão em formato A4 e A3

OJ S 228/2025 26/11/2025

Contract or concession notice – standard regime

Supplies

## 1. Buyer

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### 1.1. Buyer

Official name: Santa Casa da Misericórdia de Lisboa

Email: [compras@scml.pt](mailto:compras@scml.pt)

Legal type of the buyer: Body governed by public law, controlled by a central government authority

Activity of the contracting authority: Social protection

## 2. Procedure

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### 2.1. Procedure

Title: Aquisição de material de escritório, de material para atividades de expressão plástica e de papel de fotocópia e impressão em formato A4 e A3

Description: Aquisição de material de escritório, de material para atividades de expressão plástica e de papel de fotocópia e impressão em formato A4 e A3

Procedure identifier: bbf371ba-c672-416f-99dc-496ea656bd53

Internal identifier: 25DC14CPI017

Type of procedure: Open

The procedure is accelerated: no

Main features of the procedure: As peças do procedimento poderão ser consultadas no link <https://www.acingov.pt/acingovprod/2/index.php>

#### 2.1.1. Purpose

Main nature of the contract: Supplies

Main classification (cpv): 30192000 Office supplies

#### 2.1.2. Place of performance

Town: Freguesia de Misericórdia

Country subdivision (NUTS): Área Metropolitana de Lisboa (PT170)

Country: Portugal

#### 2.1.3. Value

Estimated value excluding VAT: 462 000,00 EUR

#### 2.1.4. General information

Legal basis:

Directive 2014/24/EU

#### 2.1.5. Terms of procurement

Terms of submission:

Maximum number of lots for which one tenderer can submit tenders: 3

Terms of contract:

Maximum number of lots for which contracts can be awarded to one tenderer: 3

#### 2.1.6. Grounds for exclusion

## 5. Lot

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### 5.1. Lot: LOT-0001

Title: 1

Description: 1

Internal identifier: LOT-0001

#### 5.1.1. Purpose

Main nature of the contract: Supplies

Main classification (cpv): 30192000 Office supplies

Options:

Description of the options: uma renovação

#### 5.1.2. Place of performance

Town: Freguesia de Misericórdia

Country subdivision (NUTS): Área Metropolitana de Lisboa (PT170)

Country: Portugal

#### 5.1.3. Estimated duration

Duration: 24 Days

#### 5.1.4. Renewal

Maximum renewals: 1

#### 5.1.5. Value

Estimated value excluding VAT: 196 000,00 EUR

#### 5.1.6. General information

Reserved participation:

Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Not required

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

#### 5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

#### 5.1.10. Award criteria

Criterion:

Type: Price

Name: Outros

Description: A - PREÇO GLOBAL

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 50,00

Criterion:

Type: Price

Name: Outros

Description: B -QUALIDADE

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 50,00

5.1.11. Procurement documents

Languages in which the procurement documents are officially available: Portuguese

Address of the procurement

documents: [https://www.acingov.pt/acingovprod/2/zonaPublica/zona\\_publica\\_c/downloadProcedurePiece/OTkxODcy](https://www.acingov.pt/acingovprod/2/zonaPublica/zona_publica_c/downloadProcedurePiece/OTkxODcy)

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.acingov.pt>

Languages in which tenders or requests to participate may be submitted: Portuguese

Electronic catalogue: Allowed

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Variants: Not allowed

Deadline for receipt of tenders: 24/12/2025 17:00:59 (UTC+01:00) Central European Time, Western European Summer Time

Deadline until which the tender must remain valid: 120 Days

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Conditions relating to the performance of the contract: As peças do procedimento poderão ser consultadas no link <https://www.acingov.pt/acingovprod/2/index.php>

Electronic invoicing: Required

Electronic ordering will be used: no

Electronic payment will be used: no

Financial arrangement: As peças do procedimento poderão ser consultadas no link <https://www.acingov.pt/acingovprod/2/index.php>

5.1.15. Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

Electronic auction: no

5.1.16. Further information, mediation and review

Review organisation: Santa Casa da Misericórdia de Lisboa

Information about review deadlines: O prazo de interposição de recurso conta-se em dias úteis

5.1. Lot: LOT-0002

Title: 2

Description: 2

Internal identifier: LOT-0002

5.1.1. Purpose

Main nature of the contract: Supplies

Main classification (cpv): 37800000 Handicraft and art supplies

Options:

Description of the options: uma renovação

5.1.2. Place of performance

Town: Freguesia de Misericórdia

Country subdivision (NUTS): Área Metropolitana de Lisboa (PT170)

Country: Portugal

5.1.3. Estimated duration

Duration: 24 Days

5.1.4. Renewal

Maximum renewals: 1

5.1.5. Value

Estimated value excluding VAT: 168 000,00 EUR

5.1.6. General information

Reserved participation:

Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Not required

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

5.1.10. Award criteria

Criterion:

Type: Price

Name: Outros

Description: A - PREÇO GLOBAL

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 50,00

Criterion:

Type: Price

Name: Outros

Description: B -QUALIDADE

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 50,00

5.1.11. Procurement documents

Languages in which the procurement documents are officially available: Portuguese

Address of the procurement

documents: [https://www.acingov.pt/acingovprod/2/zonaPublica/zona\\_publica\\_c/downloadProcedurePiece/OTkxODcy](https://www.acingov.pt/acingovprod/2/zonaPublica/zona_publica_c/downloadProcedurePiece/OTkxODcy)

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.acingov.pt>

Languages in which tenders or requests to participate may be submitted: Portuguese

Electronic catalogue: Allowed

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Variants: Not allowed

Deadline for receipt of tenders: 24/12/2025 17:00:59 (UTC+01:00) Central European Time, Western European Summer Time

Deadline until which the tender must remain valid: 120 Days

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Conditions relating to the performance of the contract: As peças do procedimento poderão ser consultadas no link <https://www.acingov.pt/acingovprod/2/index.php>

Electronic invoicing: Required

Electronic ordering will be used: no

Electronic payment will be used: no

Financial arrangement: As peças do procedimento poderão ser consultadas no link <https://www.acingov.pt/acingovprod/2/index.php>

5.1.15. Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

Electronic auction: no

5.1.16. Further information, mediation and review

Review organisation: Santa Casa da Misericórdia de Lisboa

Information about review deadlines: O prazo de interposição de recurso conta-se em dias úteis

5.1. Lot: LOT-0003

Title: 3

Description: 3

Internal identifier: LOT-0003

5.1.1. Purpose

Main nature of the contract: Supplies

Main classification (cpv): 30197643 Photocopier paper

Options:

Description of the options: uma renovação

5.1.2. Place of performance

Town: Freguesia de Misericórdia

Country subdivision (NUTS): Área Metropolitana de Lisboa (PT170)

Country: Portugal

5.1.3. Estimated duration

Duration: 24 Days

5.1.4. Renewal

Maximum renewals: 1

5.1.5. Value

Estimated value excluding VAT: 98 000,00 EUR

5.1.6. General information

Reserved participation:

Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Not required

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

5.1.10. Award criteria

Criterion:

Type: Price

Name: Preço

Description: Preço

5.1.11. Procurement documents

Languages in which the procurement documents are officially available: Portuguese

Address of the procurement

documents: [https://www.acingov.pt/acingovprod/2/zonaPublica/zona\\_publica\\_c/downloadProcedurePiece/OTkxODcy](https://www.acingov.pt/acingovprod/2/zonaPublica/zona_publica_c/downloadProcedurePiece/OTkxODcy)

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.acingov.pt>

Languages in which tenders or requests to participate may be submitted: Portuguese

Electronic catalogue: Allowed

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Variants: Not allowed

Deadline for receipt of tenders: 24/12/2025 17:00:59 (UTC+01:00) Central European Time, Western European Summer Time

Deadline until which the tender must remain valid: 120 Days

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Conditions relating to the performance of the contract: As peças do procedimento poderão ser consultadas no link <https://www.acingov.pt/acingovprod/2/index.php>

Electronic invoicing: Required

Electronic ordering will be used: no

Electronic payment will be used: no

Financial arrangement: As peças do procedimento poderão ser consultadas no link <https://www.acingov.pt/acingovprod/2/index.php>

#### 5.1.15. Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

Electronic auction: no

#### 5.1.16. Further information, mediation and review

Review organisation: Santa Casa da Misericórdia de Lisboa

Information about review deadlines: O prazo de interposição de recurso conta-se em dias úteis

## 8. Organisations

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### 8.1. ORG-0001

Official name: Santa Casa da Misericórdia de Lisboa

Registration number: 500745471

Department: Exma. Mesa

Postal address: Largo Trindade Coelho

Town: Lisboa

Postcode: 1200-470

Country subdivision (NUTS): Área Metropolitana de Lisboa (PT170)

Country: Portugal

Contact point: Exma. Mesa

Email: [compras@scml.pt](mailto:compras@scml.pt)

Telephone: 213235000

Fax: 2132350013

Internet address: <http://www.scml.pt/>

Information exchange endpoint (URL): <https://www.acingov.pt>

Roles of this organisation:

Buyer

Review organisation

8.1. ORG-0002

Official name: Imprensa Nacional-Casa da Moeda, S. A. (INCM)

Registration number: 500792887

Department: Unidade do Diário da República

Postal address: Avenida António José de Almeida

Town: Lisboa

Postcode: 1000-042

Country subdivision (NUTS): Área Metropolitana de Lisboa (PT170)

Country: Portugal

Contact point: Ponto de contacto

Email: [2serie@diariodarepublica.pt](mailto:2serie@diariodarepublica.pt)

Telephone: +351 217810870

Fax: +351 213945716

Internet address: <https://diariodarepublica.pt>

Roles of this organisation:

TED eSender

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Notice information

Notice identifier/version: 83d7237a-75bb-4ce1-a0b7-d875176f44bf - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice subtype: 16

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