

1. Buyer**1.1 Buyer**

Official name : Ministerie van Buitenlandse Zaken

Legal type of the buyer: Central government authority

Activity of the contracting authority: General public services

2. Procedure**2.1 Procedure**

Title: Payroll (Management) Services Worldwide

Description: The purpose of the Tendering Process is to conclude a Contract with Contractors for payroll management services, for seven different Lots with a maximum of one Contractor per Lot. The aggregate value has been estimated based in part on figures from previous years and expected future demand (excluding indexations). The estimated total value for all Lots combined is € 21.110.000 excluding VAT and excluding indexations over 10 years. Lot 1 / Region Western Hemisphere / Estimated value (10 years) € 4.200.000 ex VAT. Lot 2 / Region Western Europe / Estimated value (10 years) € 3.800.000 ex VAT. Lot 3 / Region Asia and Oceania / Estimated value (10 years) € 4.200.000 ex VAT. Lot 4 / Region Middle East / Estimated value (10 years) € 4.900.000 ex VAT. Lot 5 / Region Eastern Europe / Estimated value (10 years) € 2.800.000 ex VAT. Lot 6 / Region Africa / Estimated value (10 years) € 960.000 ex VAT. Lot 7 / Region Belgium / Estimated value (10 years) € 250.000 ex VAT. Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Procedure identifier: 729f05af-0551-4d78-8977-304e05ea8e22

Internal identifier: 201865003.001.138

Type of procedure: Open

The procedure is accelerated: no

Main features of the procedure: Any interested Economic Operator may submit a tender for this Procurement Procedure We have opted for an open procedure. This gives all potential Tenderers sufficient time and opportunity to submit a high-quality Tender and ensures that the entire market has the opportunity to tender. This choice is based primarily on the following: * size of the contract; * transaction costs for the Contracting Authority and the Tenderers; * number of potential Tenderers; * desired end result; * complexity of the Contract; * type of Contract and nature of the market. Please see the Descriptive document for a further, extensive description.

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79211110 Payroll management services

2.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional

information: Attention! Place of performance is worldwide, in different countries.

2.1.3 Value

Estimated
value
excluding VAT: 21 110 000 Euro

2.1.4 General information

Additional information: Attention! A Tenderer can be awarded a maximum of four Lots, unless this results in one or more Lots remaining without any valid Tender. Please see section 5.4 of the Descriptive document.

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: 7

Terms of contract:

Maximum
number of
lots for
which
contracts
can be
awarded to
one tenderer
:
7

2.1.6 Grounds for exclusion

Sources of
grounds for
exclusion: European Single Procurement Document (ESPD)

5. Lot

5.1 Lot technical ID: LOT-0001

Title: Western Hemisphere

Description: The scope of the Tender encompasses at this point in time 116 countries divided in seven Lots (see the Quotation form Annex 2 for overview of countries per Lot). The number of countries within a Lot might be subject to change due to political decisions by the Minister of Foreign Affairs to close or open missions. In total, payroll management services must be provided for approximately 2.300 employees, 750 former employees and 29 domestic staff. Please see the Descriptive document for a further, extensive description. Western Hemisphere - € 4.200.000 ex VAT Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Internal
identifier: 1

5.1.1 Purpose

Main nature
of the
contract: Services

Main classification 79211110 Payroll management services (cpv):
Options:

Description of the options: The review procedure as described in article 8 of the Contract applies to the possible reviews described below. We expect to implement reviews in close consultation with the Contractor. This entails: - Addition of new missions and/or countries - Removal of missions and/or countries - Additional related services - Improvement proposals Please see the Descriptive document for a further, extensive description of the options.

5.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional information: Attention! Place of performance is worldwide, in different countries.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end date: 31/12/2030

5.1.4 Renewal

Maximum renewals: 5

Other information about renewals: We may then extend the Contract unilaterally under identical conditions once with 3 years, and subsequently 4 times with 12 months, to a total of maximum 10 years, ending on December 31st 2036.

5.1.5 Value

Estimated value excluding VAT: 4 200 000 Euro

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): yes

5.1.7 Strategic procurement

Aim of strategic procurement : No strategic procurement

5.1.9 Selection criteria

Sources of selection criteria: European Single Procurement Document (ESPD)

5.1.10 Award criteria

Criterion:

Type: Quality

Name: Quality

Description: Q1 - Service - 350 points Q2 - Communication - 200 points Q3 - Implementation - 200 points Total 750 points. Please see the Descriptive document for a further, extensive description.

Category of award weight criterion: Fixed value (total)

Award criterion number: 750

Criterion:

Type: Price

Name: Price

Description: Price - 250 points Please see the Descriptive document for a further, extensive description.

Category of award weight criterion: Fixed value (total)

Award criterion number: 250

5.1.11 Procurement documents

Deadline for requesting additional information: 24/08/2026 10:00 +02:00

Address of the procurement documents: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

Languages in which tenders or

requests to
participate
may be
submitted:

English

Electronic
catalogue:

Not allowed

Variants:

Not allowed

Deadline for
receipt of
tenders:

24/09/2026 10:00 +02:00

Deadline
until which
the tender
must remain
valid:

4 Month

Information about public opening:

Opening date
:

24/09/2026 10:05 +02:00

Terms of contract:

The
execution of
the contract
must be
performed
within the
framework
of sheltered
employment
programmes
:

No

Electronic
invoicing:

Required

Electronic
ordering will
be used:

no

Electronic
payment will
be used:

no

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review
organisation:

Rijksinkoop samenwerking (RIS) - Arrondissementsrechtbank Den Haag

Organisation
providing
additional
information

Rijksinkoop samenwerking (RIS)

about the
procurement
procedure:

Organisation
providing
more

information Rijksinkoop samenwerking (RIS)
on the
review
procedures:

Organisation
receiving
requests to
participate:

Rijksinkoop samenwerking (RIS)

5.1 Lot technical ID: LOT-0002

Title: Western Europe

Description: The scope of the Tender encompasses at this point in time 116 countries divided in seven Lots (see the Quotation form Annex 2 for overview of countries per Lot). The number of countries within a Lot might be subject to change due to political decisions by the Minister of Foreign Affairs to close or open missions. In total, payroll management services must be provided for approximately 2.300 employees, 750 former employees and 29 domestic staff. Please see the Descriptive document for a further, extensive description. Western Europe - € 3.800.000 ex VAT Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Internal
identifier: 2

5.1.1 Purpose

Main nature
of the contract: Services

Main
classification (cpv): 79211110 Payroll management services

Options:

Description of the options: The review procedure as described in article 8 of the Contract applies to the possible reviews described below. We expect to implement reviews in close consultation with the Contractor. This entails: - Addition of new missions and/or countries - Removal of missions and/or countries - Additional related services - Improvement proposals Please see the Descriptive document for a further, extensive description of the options.

5.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional
information: Attention! Place of performance is worldwide, in different countries.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end
date: 31/12/2030

5.1.4 Renewal

Maximum
renewals: 5

Other information about renewals: We may then extend the Contract unilaterally under identical conditions once with 3 years, and subsequently 4 times with 12 months, to a total of maximum 10 years, ending on December 31st 2036.

5.1.5 Value

Estimated value excluding VAT: 3 800 000 Euro

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): yes

5.1.7 Strategic procurement

Aim of strategic procurement : No strategic procurement

5.1.9 Selection criteria

Sources of selection criteria: European Single Procurement Document (ESPD)

5.1.10 Award criteria

Criterion:

Type: Quality

Name: Quality

Description: Q1 - Service - 350 points Q2 - Communication - 200 points Q3 - Implementation - 200 points Total 750 points. Please see the Descriptive document for a further, extensive description.

Category of award weight criterion: Fixed value (total)

Award criterion: 750

number:

Criterion:

Type: Price

Name: Price

Description: Price - 250 points Please see the Descriptive document for a further, extensive description.

Category of

award

weight

criterion:

Fixed value (total)

Award

criterion 250

number:

5.1.11 Procurement documents

Deadline for

requesting

additional

information:

24/08/2026 10:00 +02:00

Address of

the

procurement

documents:

<https://www.tenderned.nl/aankondigingen/overzicht/434266>

5.1.12 Terms of procurement

Terms of submission:

Electronic

submission:

Required

Address for

submission:

<https://www.tenderned.nl/aankondigingen/overzicht/434266>

Languages in

which

tenders or

requests to

participate

may be

submitted:

English

Electronic

catalogue:

Not allowed

Variants:

Not allowed

Deadline for

receipt of

tenders:

24/09/2026 10:00 +02:00

Deadline

until which

the tender

must remain

valid:

4 Month

Information about public opening:

Opening date

:

24/09/2026 10:05 +02:00

Terms of contract:

The

execution of

the contract

must be
performed
within the
framework
of sheltered
employment
programmes
:

No

Electronic
invoicing:

Required

Electronic
ordering will
be used:

no

Electronic
payment will
be used:

no

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review
organisation: Rijksinkoop samenwerking (RIS) - Arrondissementsrechtbank Den Haag

Organisation
providing
additional
information
about the
procurement
procedure:

Rijksinkoop samenwerking (RIS)

Organisation
providing
more
information
on the
review
procedures:

Rijksinkoop samenwerking (RIS)

Organisation
receiving
requests to
participate:

Rijksinkoop samenwerking (RIS)

5.1 Lot technical ID: LOT-0003

Title: Asia and Oceania

Description: The scope of the Tender encompasses at this point in time 116 countries divided in seven Lots (see the Quotation form Annex 2 for overview of countries per Lot). The number of countries within a Lot might be subject to change due to political decisions by the Minister of Foreign Affairs to close or open missions. In total, payroll management services must be provided for approximately 2.300 employees, 750 former employees and 29 domestic staff. Please see the Descriptive document for a further, extensive description. Asia and Oceania - € 4.200.000 ex VAT Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Internal identifier: 3

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79211110 Payroll management services

Options:

Description of the options: The review procedure as described in article 8 of the Contract applies to the possible reviews described below. We expect to implement reviews in close consultation with the Contractor. This entails: - Addition of new missions and/or countries - Removal of missions and/or countries - Additional related services - Improvement proposals Please see the Descriptive document for a further, extensive description of the options.

5.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional information: Attention! Place of performance is worldwide, in different countries.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end date: 31/12/2030

5.1.4 Renewal

Maximum renewals: 5

Other information about renewals: We may then extend the Contract unilaterally under identical conditions once with 3 years, and subsequently 4 times with 12 months, to a total of maximum 10 years, ending on December 31st 2036.

5.1.5 Value

Estimated value excluding VAT: 4 200 000 Euro

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 yes
Government
Procurement
Agreement
(GPA):

5.1.7 Strategic procurement

Aim of
strategic
procurement No strategic procurement
:

5.1.9 Selection criteria

Sources of
selection European Single Procurement Document (ESPD)
criteria:

5.1.10 Award criteria

Criterion:

Type: Quality

Name: Quality

Description: Q1 - Service - 350 points Q2 - Communication - 200 points Q3 - Implementation - 200 points Total 750 points.
Please see the Descriptive document for a further, extensive description.

Category of
award
weight Fixed value (total)
criterion:

Award
criterion 750
number:

Criterion:

Type: Price

Name: Price

Description: Price - 250 points Please see the Descriptive document for a further, extensive description.

Category of
award
weight Fixed value (total)
criterion:

Award
criterion 250
number:

5.1.11 Procurement documents

Deadline for
requesting 24/08/2026 10:00 +02:00
additional
information:

Address of
the
procurement <https://www.tenderned.nl/aankondigingen/overzicht/434266>
documents:

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

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

Electronic catalogue: Not allowed

Variants: Not allowed

Deadline for receipt of tenders: 24/09/2026 10:00 +02:00

Deadline until which the tender must remain valid: 4 Month

Information about public opening:

Opening date : 24/09/2026 10:05 +02:00

Terms of contract:

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

Electronic invoicing: Required

Electronic ordering will be used: no

Electronic payment will be used: no

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review

organisation: Rijksinkoop samenwerking (RIS) - Arrondissementsrechtbank Den Haag

Organisation
providing
additional

information Rijksinkoop samenwerking (RIS)
about the
procurement
procedure:

Organisation
providing
more

information Rijksinkoop samenwerking (RIS)
on the
review
procedures:

Organisation
receiving
requests to

participate: Rijksinkoop samenwerking (RIS)

5.1 Lot technical ID: LOT-0004

Title: Middle East

Description: The scope of the Tender encompasses at this point in time 116 countries divided in seven Lots (see the Quotation form Annex 2 for overview of countries per Lot). The number of countries within a Lot might be subject to change due to political decisions by the Minister of Foreign Affairs to close or open missions. In total, payroll management services must be provided for approximately 2.300 employees, 750 former employees and 29 domestic staff. Lot specific information: The Palestinian Territories are currently handled by the Netherlands Embassy there, but need to be implemented by the Contractor that wins Lot 4, in close contact with 3W. Please see the Descriptive document for a further, extensive description. Middle East - € 4.900.000 ex VAT Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Internal
identifier: 4

5.1.1 Purpose

Main nature
of the contract: Services

Main
classification 79211110 Payroll management services
(cpv):

Options:

Description of the options: The review procedure as described in article 8 of the Contract applies to the possible reviews described below. We expect to implement reviews in close consultation with the Contractor. This entails: - Addition of new missions and/or countries - Removal of missions and/or countries - Additional related services - Improvement proposals Please see the Descriptive document for a further, extensive description of the options.

5.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional
information: Attention! Place of performance is worldwide, in different countries.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end date: 31/12/2030

5.1.4 Renewal

Maximum renewals: 5

Other information about renewals: We may then extend the Contract unilaterally under identical conditions once with 3 years, and subsequently 4 times with 12 months, to a total of maximum 10 years, ending on December 31st 2036.

5.1.5 Value

Estimated value excluding VAT: 4 900 000 Euro

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): yes

5.1.7 Strategic procurement

Aim of strategic procurement: No strategic procurement

5.1.9 Selection criteria

Sources of selection criteria: European Single Procurement Document (ESPD)

5.1.10 Award criteria

Criterion:

Type: Quality

Name: Quality

Description: Q1 - Service - 350 points Q2 - Communication - 200 points Q3 - Implementation - 200 points Total 750 points. Please see the Descriptive document for a further, extensive description.

Category of
award weight
criterion: Fixed value (total)

Award
criterion
number: 750

Criterion:

Type: Price

Name: Price

Description: Price - 250 points Please see the Descriptive document for a further, extensive description.

Category of
award weight
criterion: Fixed value (total)

Award
criterion
number: 250

5.1.11 Procurement documents

Deadline for
requesting
additional
information: 24/08/2026 10:00 +02:00

Address of
the
procurement
documents: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

5.1.12 Terms of procurement

Terms of submission:

Electronic
submission: Required

Address for
submission: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

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

Electronic
catalogue: Not allowed

Variants: Not allowed

Deadline for
receipt of
tenders: 24/09/2026 10:00 +02:00

Deadline
until which
the tender
must remain
valid: 4 Month

Information about public opening:

Opening date 24/09/2026 10:05 +02:00

:

Terms of contract:

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

Electronic Required
invoicing:

Electronic
ordering will no
be used:

Electronic
payment will no
be used:

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review
organisation: Rijksinkoop samenwerking (RIS) - Arrondissementsrechtbank Den Haag

Organisation
providing
additional
information Rijksinkoop samenwerking (RIS)
about the
procurement
procedure:

Organisation
providing
more
information Rijksinkoop samenwerking (RIS)
on the
review
procedures:

Organisation
receiving
requests to Rijksinkoop samenwerking (RIS)
participate:

5.1 Lot technical ID: LOT-0005

Title: Eastern Europe

The scope of the Tender encompasses at this point in time 116 countries divided in seven Lots (see the Quotation form Annex 2 for overview of countries per Lot). The number of countries within a Lot might be subject to change due to political decisions by the Minister of Foreign Affairs to close or open missions. In

Description: total, payroll management services must be provided for approximately 2.300 employees, 750 former employees and 29 domestic staff. Lot specific information: Turkey and Ukraine are currently handled by the Netherlands Embassies in those countries, but need to be implemented by the Contractor that wins that Lot, in close contact with 3W. Please see the Descriptive document for a further, extensive description. Eastern Europe - € 2.800.000 ex VAT Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Internal identifier: 5

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79211110 Payroll management services

Options:

Description of the options: The review procedure as described in article 8 of the Contract applies to the possible reviews described below. We expect to implement reviews in close consultation with the Contractor. This entails: - Addition of new missions and/or countries - Removal of missions and/or countries - Additional related services - Improvement proposals Please see the Descriptive document for a further, extensive description of the options.

5.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional information: Attention! Place of performance is worldwide, in different countries.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end date: 31/12/2030

5.1.4 Renewal

Maximum renewals: 5

Other information about renewals: We may then extend the Contract unilaterally under identical conditions once with 3 years, and subsequently 4 times with 12 months, to a total of maximum 10 years, ending on December 31st 2036.

5.1.5 Value

Estimated value excluding VAT: 2 800 000 Euro

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):

yes

5.1.7 Strategic procurement

Aim of

strategic

procurement

:

No strategic procurement

5.1.9 Selection criteria

Sources of

selection

criteria:

European Single Procurement Document (ESPD)

5.1.10 Award criteria

Criterion:

Type:

Quality

Name:

Quality

Description:

Q1 - Service - 350 points Q2 - Communication - 200 points Q3 - Implementation - 200 points Total 750 points. Please see the Descriptive document for a further, extensive description.

Category of award

weight

criterion:

Fixed value (total)

Award

criterion

number:

750

Criterion:

Type:

Price

Name:

Price

Description:

Price - 250 points Please see the Descriptive document for a further, extensive description.

Category of

award

weight

criterion:

Fixed value (total)

Award

criterion

number:

250

5.1.11 Procurement documents

Deadline for

requesting

additional

information:

24/08/2026 10:00 +02:00

Address of
the
procurement
documents: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

5.1.12 Terms of procurement

Terms of submission:

Electronic
submission: Required

Address for
submission: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

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

Electronic
catalogue: Not allowed

Variants: Not allowed

Deadline for
receipt of
tenders: 24/09/2026 10:00 +02:00

Deadline
until which
the tender
must remain
valid: 4 Month

Information about public opening:

Opening date
: 24/09/2026 10:05 +02:00

Terms of contract:

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

Electronic
invoicing: Required

Electronic
ordering will
be used: no

Electronic
payment will
be used: no

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review organisation: Rijksinkoop samenwerking (RIS) - Arrondissementsrechtbank Den Haag

Organisation providing additional information about the procurement procedure: Rijksinkoop samenwerking (RIS)

Organisation providing more information on the review procedures: Rijksinkoop samenwerking (RIS)

Organisation receiving requests to participate: Rijksinkoop samenwerking (RIS)

5.1 Lot technical ID: LOT-0006

Title: Africa

Description: The scope of the Tender encompasses at this point in time 116 countries divided in seven Lots (see the Quotation form Annex 2 for overview of countries per Lot). The number of countries within a Lot might be subject to change due to political decisions by the Minister of Foreign Affairs to close or open missions. In total, payroll management services must be provided for approximately 2.300 employees, 750 former employees and 29 domestic staff. Please see the Descriptive document for a further, extensive description. Africa - € 960.000 ex VAT Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Internal identifier: 6

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79211110 Payroll management services

Options:

Description of the options: The review procedure as described in article 8 of the Contract applies to the possible reviews described below. We expect to implement reviews in close consultation with the Contractor. This entails: - Addition of new missions and/or countries - Removal of missions and/or countries - Additional related services - Improvement proposals Please see the Descriptive document for a further, extensive description of the options.

5.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional information: Attention! Place of performance is worldwide, in different countries.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end date: 31/12/2030

5.1.4 Renewal

Maximum renewals: 5

Other information about renewals: We may then extend the Contract unilaterally under identical conditions once with 3 years, and subsequently 4 times with 12 months, to a total of maximum 10 years, ending on December 31st 2036.

5.1.5 Value

Estimated value excluding VAT: 960 000 Euro

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): yes

5.1.7 Strategic procurement

Aim of strategic procurement : No strategic procurement

5.1.9 Selection criteria

Sources of selection criteria: European Single Procurement Document (ESPD)

5.1.10 Award criteria

Criterion:

Type:	Quality
Name:	Quality
Description:	Q1 - Service - 350 points Q2 - Communication - 200 points Q3 - Implementation - 200 points Total 750 points. Please see the Descriptive document for a further, extensive description.
Category of award weight criterion:	Fixed value (total)
Award criterion number:	750
Criterion:	
Type:	Price
Name:	Price
Description:	Price - 250 points Please see the Descriptive document for a further, extensive description.
Category of award weight criterion:	Fixed value (total)
Award criterion number:	250

5.1.11 Procurement documents

Deadline for requesting additional information:	24/08/2026 10:00 +02:00
Address of the procurement documents:	https://www.tenderned.nl/aankondigingen/overzicht/434266

5.1.12 Terms of procurement

Terms of submission:	
Electronic submission:	Required
Address for submission:	https://www.tenderned.nl/aankondigingen/overzicht/434266
Languages in which tenders or requests to participate may be submitted:	English
Electronic catalogue:	Not allowed
Variants:	Not allowed
Deadline for receipt of tenders:	24/09/2026 10:00 +02:00
Deadline until which	

the tender 4 Month
must remain
valid:

Information about public opening:

Opening date 24/09/2026 10:05 +02:00
:

Terms of contract:

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

Electronic
invoicing: Required

Electronic
ordering will no
be used:

Electronic
payment will no
be used:

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review
organisation: Rijksinkoop samenwerking (RIS) - Arrondissementsrechtbank Den Haag

Organisation
providing
additional
information Rijksinkoop samenwerking (RIS)
about the
procurement
procedure:

Organisation
providing
more
information Rijksinkoop samenwerking (RIS)
on the
review
procedures:

Organisation
receiving
requests to Rijksinkoop samenwerking (RIS)
participate:

5.1 Lot technical ID: LOT-0007

Title: Belgium

Description: The scope of the Tender encompasses at this point in time 116 countries divided in seven Lots (see the Quotation form Annex 2 for overview of countries per Lot). The number of countries within a Lot might be subject to change due to political decisions by the Minister of Foreign Affairs to close or open missions. In total, payroll management services must be provided for approximately 2.300 employees, 750 former employees and 29 domestic staff. Lot specific information: Contractor needs to be in the possession of a certificate "Sociaal Secretariaat" to be able to be granted this Lot. Please see the Descriptive document for a further, extensive description. Belgium - € 250.000 ex VAT Due to for example political, budgetary, administrative or organisational developments within the Contracting Authority, the Contract or its size may change. Please note: The information on the size of the Contract is an indication only. You cannot derive any rights from this information. Please see the Descriptive document for a further, extensive description.

Internal identifier: 7

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79211110 Payroll management services

Options:

Description of the options: The review procedure as described in article 8 of the Contract applies to the possible reviews described below. We expect to implement reviews in close consultation with the Contractor. This entails: - Addition of new missions and/or countries - Removal of missions and/or countries - Additional related services - Improvement proposals Please see the Descriptive document for a further, extensive description of the options.

5.1.2 Place of performance

Country: Netherlands

Anywhere in the given country

Additional information: Attention! Place of performance is worldwide, in different countries.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end date: 31/12/2030

5.1.4 Renewal

Maximum renewals: 5

Other information about renewals: We may then extend the Contract unilaterally under identical conditions once with 3 years, and subsequently 4 times with 12 months, to a total of maximum 10 years, ending on December 31st 2036.

5.1.5 Value

Estimated value excluding VAT: 250 000 Euro

5.1.6 General information

Reserved participation: Participation is not reserved.

The names

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

Procurement Project not financed with EU Funds.

The
procurement
is covered by
the
Government yes
Procurement
Agreement
(GPA):

5.1.7 Strategic procurement

Aim of
strategic
procurement No strategic procurement
:

5.1.9 Selection criteria

Sources of
selection European Single Procurement Document (ESPD)
criteria:

5.1.10 Award criteria

Criterion:

Type: Quality

Name: Quality

Description: Q1 - Service - 350 points Q2 - Communication - 200 points Q3 - Implementation - 200 points Total 750 points.
Please see the Descriptive document for a further, extensive description.

Category of
award
weight
criterion: Fixed value (total)

Award
criterion
number: 750

Criterion:

Type: Price

Name: Price

Description: Price - 250 points Please see the Descriptive document for a further, extensive description.

Category of
award
weight
criterion: Fixed value (total)

Award
criterion
number: 250

5.1.11 Procurement documents

Deadline for
requesting additional
information: 24/08/2026 10:00 +02:00

Address of
the procurement
documents: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

5.1.12 Terms of procurement

Terms of submission:

Electronic
submission: Required

Address for
submission: <https://www.tenderned.nl/aankondigingen/overzicht/434266>

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

Electronic
catalogue: Not allowed

Variants: Not allowed

Deadline for
receipt of
tenders: 24/09/2026 10:00 +02:00

Deadline
until which
the tender
must remain
valid: 4 Month

Information about public opening:

Opening date
: 24/09/2026 10:05 +02:00

Terms of contract:

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

Electronic
invoicing: Required

Electronic
ordering will
be used: no

Electronic

payment will no
be used:

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review
organisation: Rijksinkoop samenwerking (RIS) - Arrondissementsrechtbank Den Haag

Organisation
providing
additional
information: Rijksinkoop samenwerking (RIS)
about the
procurement
procedure:

Organisation
providing
more
information: Rijksinkoop samenwerking (RIS)
on the
review
procedures:

Organisation
receiving
requests to
participate: Rijksinkoop samenwerking (RIS)

8. Organisations

8.1 ORG-0001

Official name
: Rijksinkoop samenwerking (RIS)

Registration
number: 1543030

Postal
address: Wilhelmina van Pruisenweg 52

Town: Den Haag

Postcode: 2500 EA

Country
subdivision (NUTS): Agglomeratie 's-Gravenhage (NL361)

Country: Netherlands

Contact point
: Malou van Popta

Email: contact.ris@rijksoverheid.nl

Telephone: +31 0707585678

Internet
address: <https://www.rijksinkoop samenwerking.nl/>

Other contact points:

Official name
: Arrondissementsrechtbank Den Haag

Postal address: Prins Clauslaan 60
Town: Den Haag
Postcode: 2595 AJ
Country subdivision (NUTS): Agglomeratie 's-Gravenhage (NL361)
Country: Netherlands
Contact point : Arrondissementsrechtbank Den Haag
Email: voorlichting.rb.den.haag@rechtspraak.nl
Telephone: +31 883622200
Internet address: <https://www.rechtspraak.nl/Organisatie-en-contact/Organisatie/Rechtbanken/Rechtbank-Den-Haag>

Roles of this organisation:

Procurement service provider

Organisation providing additional information about the procurement procedure

Organisation receiving requests to participate

Review organisation

Organisation providing more information on the review procedures

8.1 ORG-0002

Official name : Ministerie van Buitenlandse Zaken
Registration number: 5910447
Postal address: Schedeldoekshaven 101
Town: Den Haag
Postcode: 2511 EM
Country subdivision (NUTS): Agglomeratie 's-Gravenhage (NL361)
Country: Netherlands
Email: FSO-Tendering@minbuza.nl
Telephone: +31 703486486
Internet address: <https://www.rijksoverheid.nl/ministeries/ministerie-van-buitenlandse-zaken>

Roles of this organisation:

Buyer

Notice information

Notice identifier aaf54667-caaa-4d30-b4d3-e14840206da1 - 01
/version:
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice dispatch date 21/07/2026 14:18 +02:00
:
Languages in

which this
notice is
officially
available:

English