

SUPPLY PROCUREMENT NOTICE

Strengthening the Serbian Public Procurement System – Supply of equipment

07SER01/07/23

Location – Belgrade - Serbia

1. Publication reference

EuropeAid/130129/L/SUP/RS

2. Procedure

Open

3. Programme

IPA

4. Financing

IPA 2007

5. Contracting authority

European Union, represented by its Delegation on behalf of and for the account of the beneficiary country

CONTRACT SPECIFICATIONS

6. Description of the contract

The subject of the contract is the delivery, installation, putting into operation, inspection, testing, training, warranty and after-sales services by the Contractor of servers, rack enclosure with rack components, notebooks, PC workstations, projectors, UPS devices, LAN networking equipment, desktop and network printers, scanners and training.

The objective of the contract is establishment of IT conditions and infrastructure to support the operation of the Public Procurement Office in Serbia.

7. Number and titles of lots

The tender procedure is not divided into lots.

TERMS OF PARTICIPATION

8. Eligibility and rules of origin

Participation is open to all legal persons participating either individually or in a grouping (consortium) of tenderers which are established in a Member State of the European Union or in a country or territory of the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed. All goods supplied under this contract must originate in one or more of these countries. Participation is also open to international organisations. Participation of natural persons is directly governed by the specific instruments applicable to the programme under which the contract is financed.

Important Note: Derogation on Rule of origin granted for items: 5, 6, 7, 8, 11, 12 and 13.

9. Grounds for exclusion

Tenderers must submit a signed declaration, included in the Tender Form for a Supply Contract, to the effect that they are not in any of the situations listed in point 2.3.3 of the Practical Guide to contracts procedures for EC external actions.

Tenderers and, if they are legal entities, persons who have powers of representation, decision-making or control over them, are informed that, should they be in one of the situations mentioned in:

- the Commission Decision (2008/969/EC, Euratom) of 16 December 2008 on the Early Warning System (EWS) for the use of authorising officers of the Commission and the executive agencies (OJ, L 344, 20.12.2009, p.125) or

- the Commission Regulation (2008/1302/EC, Euratom) of 17 December 2008 on the central exclusion database – CED (OJ L 344, 20.12.2008, p.12),

their personal details (name, given name if natural person, address, legal form and name and given name of the persons with powers of representation, decision-making or control, if legal person) may be registered in the EWS only or both in the EWS and CED, and communicated to the persons and entities listed in the above-mentioned Decision and Regulation, in relation to the award or the execution of a procurement contract or a grant agreement or a decision.

10. Number of tenders

Tenderers may submit only one tender per lot. Tenders for parts of a lot will not be considered. Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted for more than one lot. Tenderers may not submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

11. Tender guarantee

Tenderers must provide a tender guarantee of **1,500,00 EUR** when submitting their tender. This guarantee will be released to unsuccessful tenderers once the tender procedure has been completed and to the successful tenderer(s) upon signature of the contract by all parties. This guarantee will be called upon if the tenderer does not fulfil all obligations stated in its tender.

12. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 10% of the amount of the contract at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than 30 days after the tenderer receives the contract signed by the Contracting Authority. If the selected tenderer fails to provide such a guarantee within this period, the contract will be void and a new contract may be drawn up and sent to the tenderer which has submitted the next cheapest compliant tender.

13. Information meeting and/or site visit

No information meeting and/or site visit is previewed for this tender.

14. Tender validity

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders.

15. Period of implementation of tasks

Period from Contract Signature to Provisional Acceptance shall be 60 days. The delivery shall begin with the date of issuance of delivery order by the Project Manager.

SELECTION AND AWARD CRITERIA

16. Selection criteria

The following selection criteria will be applied to tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole:

- 1) **Economic and financial capacity of tenderer** (based on i.a. item 3 of the Tender Form for a Supply Contract). In case of tenderer being a public body, equivalent information should be provided.
 - the average annual turnover in the last three financial years (2007, 2008 and 2009) of the candidate must be at least 500,000 Euro; and
 - the averages of cash and cash equivalents at the beginning and end of these years (2007, 2008 and 2009) are positive.

- 2) **Professional capacity of tenderer** (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract):
 - The tenderer shall have the necessary capacity to implement this project.

- 3) **Technical capacity of tenderer :**
 - The tenderer shall demonstrate that, within the three years period prior to the closing date of submission of the application, it has completed (where provisional or final acceptance certificate has been issued or equivalent) at least one (1) similar (supply of IT equipment) contract/project where tenderer`s proportion is equal to or more than EUR 100,000.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the Contracting Authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator.

17. Award criteria

Lowest Price

TENDERING

18. How to obtain the tender dossier

The tender dossier is available from the following Internet address:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>.

The tender dossier is also available from the Contracting Authority. Tenders must be submitted using the standard Tender Form for a Supply Contract included in the tender dossier, whose format and instructions must be strictly observed.

The tender dossier is also available on the website of the Delegation of the European Commission to the Republic of Serbia at the following link: www.europa.rs

Tenderers with questions regarding this tender should send them in writing to:

Delegation of the European Union to the Republic of Serbia

Finance and Contracts Section

Att.to Ms. Sofija Arandjelovic

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Tel.: +381 11 3083 200, Fax: +381 11 3083 201

GTC 19 Avenue Building

Vladimira Popovica 40, 11070 Belgrade, Serbia

(mentioning the publication reference shown in item 1) at least **21 days** before the deadline for submission of tenders given in item 19. The Contracting Authority must reply to all tenderers' questions at least **11 days** before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier shall be published at the latest 11 days before the submission deadline on the EuropeAid website at:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>

19. Deadline for submission of tenders

30th March 2011 at 12:00 CET (noon)

At the following location:

Delegation of the European Union to the Republic of Serbia

Finance and Contracts Section, 9th floor, GTC 19 Avenue Building

Vladimira Popovica 40, 11070 Belgrade, Serbia

Any tender received after this deadline will not be considered.

20. Tender opening session

30th March 2011 at 14:30 CET (noon) at the address indicated under point 19.

21. Language of the procedure

All written communications for this tender procedure and contract must be in English.

22. Legal basis

Council regulation (EC) N° 1085/2006 of 17 July 2006. (IPA Regulation).