

SUPPLY PROCUREMENT NOTICE

Capacity Building and Technical Support for the Renewal of Viticulture Zoning and Control of Production of Wine with Designation of Origin Supply II LOP

Belgrade, Serbia

1. Publication reference

08SER01/34//31

2. Procedure

Open

3. Programme

IPA

4. Financing

IPA 2008

5. Contracting authority

European Union, represented by the European Union Delegation to the Republic of Serbia on behalf of and for the account of the beneficiary country

CONTRACT SPECIFICATIONS

6. Description of the contract

This supply contract includes office equipment, office furniture, server including software and hardware to support the undergoing EU wine twinning project. This contract for supplies belongs to the IPA programme of Capacity Building and Technical Support for the Renewal of Viticulture Zoning and Control of Production of Wine with Designation of Origin. It should complement the existing installations of the Ministry of Agriculture trade Forest and Water management (MATFWM) and strengthen the work of Technical Assistance team within the wine department of the ministry

7. Number and titles of lots

Only one lot consisting of: OFFICE EQUIPMENT, OFFICE FURNITURE, SOFTWARE WITH SERVER, HARDWARE

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 (see item 22 below). 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.

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 EU external actions.

10. Number of tenders

Tenderers must submit offers for all lots. Tenders for parts of this 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

Not required

12. Performance guarantee

Not applicable

13. Information meeting and/or site visit

No information meeting or site visit is planned

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

90 days

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.
 - (a) The average annual turnover of the tenderer for 2008, 2009 and 2010 must be equal to or exceed EUR 100,000.00.

- 2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)
 - (a) At least 3 members of the candidate's permanent staff currently work in fields related to this contract.

- 3) Technical capacity of tenderer (based on i.a. items 5 and 6 of the Tender Form for a Supply Contract)
 - (a) The tenderer must have carried out in the past three years (starting 01/01/2008), at least two (2) contracts/projects in fields related to this contract (final acceptance certificate has been issued or equivalent¹), the tenderer's proportion of the contract/project is equal to or more than EUR 100,000.00.

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

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.

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

¹ Issue date to be stated in Detailed Description of Supply in Section 6 Experience of Tender Form for a Supply Contract

Delegation of the European Union to the Republic of Serbia
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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

10:00 hours Central European Time on 07th November 2011

Any tender received after this deadline will not be considered.

20. Tender opening session

12:00 hours Central European Time on 07th November 2011 at the premises of the Delegation of the European Union to the Republic of Serbia, GTC 19 Avenue Building, Vladimira Popovica 40, Belgrade, Serbia.

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