
SUPPLY CONTRACT NOTICE

“IPA — support to human capital development and research”

Location: Serbia

1. Publication reference

EuropeAid/132236/DH/SUP/RS

2. Procedure

Open

3. Programme

IPA

4. Financing

Financing agreement

5. Contracting authority

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

CONTRACT SPECIFICATIONS

6. Description of the contract

Supply of teaching instruments assisting in teacher training, such as musical instruments, equipment for gyms, physical learning models and posters for biology, mathematics, chemistry, physics and geography (models of human body, human organs, plants, insects, solar system, pyramid, cone, molecule, internal combustion engine, etc.), wall maps for history and geography teaching, wall posters, laboratory equipment for physics, biology and chemistry rooms (test tubes, crucibles, burners, precision scales, dynamometers, stroboscopes, oscilloscopes, etc.) and ICT equipment (interactive whiteboard and videoconferencing systems).

7. Number and titles of lots

The contract is divided into 3 lots:

Lot 1: Musical instruments.

Lot 2: Equipment for gyms, physical learning models and posters for biology, mathematics, chemistry, physics and geography and laboratory equipment for physics, biology and chemistry rooms.

Lot 3: ICT equipment (interactive white board and videoconferencing systems).

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 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 EUR 3,500.00 for Lot1, EUR 33,000.00 for Lot2, EUR 22,000.00 for Lot3, 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 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

The implementation period shall run from the commencement date, and the time limits for delivery shall be 60 calendar days for Lot1, 120 calendar days for Lot2 and 60 calendar

days for Lot3.

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.

For each tendered lot

- (a) The average annual turnover of the tenderer over the last three years (2011, 2012, 2013) must exceed the value of the Tenderer's financial offer and
- 2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)

For each tendered lot

- (a) The tenderer should provide evidence for his own, or the manufacturer's (if the tenderer is not the manufacturer) current Quality Management System Certificate according to ISO 9001 or national equivalent;
- (b) At least 5 staff currently works for the tenderer 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)

For each tendered lot

- (a) The tenderer has delivered in the course of the past 3 years (starting from 1.1.2011 up to the deadline for submission of tenders), supplies under at least one contract with a budget of at least 50% of the value of the Tenderer's financial offer or has participated in a contract, where the Tenderer's proportion of the budget was greater than 50% of the value of the Tenderer's financial offer in fields related to the specific lot(s) and covering supplies similar to those tendered.

The Tenderer shall supply copies of the certificates of provisional or final acceptance issued by the Client/Employer/Contracting Authority of the projects concerned and/or a written letter of satisfaction from the Client/Employer/Contracting Authority evidencing the essential elements required by the technical capacity criterion (3).(a) above.

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. Some examples of when it may *not* be considered appropriate by the Contracting Authority are when the tenderer rely in majority on the capacities of other entities or when they rely on key criteria. If the tenderer rely on other entities it must 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. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be furnished when requested by the Contracting Authority.

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 internet address: www.europa.rs. 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:

The Delegation of the European Union to the Republic of Serbia
Finance and Contracts Section
Vladimira Popovica 40/V (GTC Avenue 19)
11070 Belgrade, Serbia
Fax: +381 11 3083 201

DELEGATION-SERBIA-FCS@eeas.europa.eu

(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>, and on the Contracting Authority's website at: www.europa.rs.

19. Deadline for submission of tenders

19 May 2014 at 12:00 hours CET. Any tender received after this deadline will not be considered.

20. Tender opening session

19 May 2014 at 15:00 hours CET at the premises of the Delegation of the European Union to the Republic of Serbia, GTC 19 Avenue Building, Vladimira Popovica 40, 11070 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) No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA).

