

## **SUPPLY PROCUREMENT NOTICE**

### **Education for All: Increasing the Availability and Quality of Education for Children from Marginalised Groups**

**08SER01/09/21**

**1. Publication reference**

EuropeAid/128418/C/SUP/RS

**2. Procedure**

International Open Tender

**3. Programme**

IPA 2008

**4. Financing**

IPA 2008 National Programme

**5. Contracting authority**

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

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## **CONTRACT SPECIFICATIONS**

**6. Description of the contract**

Procurement of ICT equipment, assistive technology equipment and didactical materials for pre-school institutions and elementary schools in Serbia.

**7. Number and titles of lots**

Lot 1 – Assistive technology equipment

Lot2 – ICT equipment

Lot 3 – Didactical materials

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## 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 EC 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 **3.500 € for Lot 1, 11.000 € for Lot 2 and 4.000 € for Lot 3** 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 period of implementation of the tasks for Lot 1, Lot 2 and Lot 3 is **60 calendar days** for the delivery, installation, putting into operation, inspection and testing together with training of the supply from the signature of contract by the parties. Provisional acceptance shall take place within 30 (thirty) calendar days after the period of implementation of tasks. Warranty will be provided for 1 (one) year after the endorsement of the Provisional Acceptance by the Contracting Authority.

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## 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)
  - **Lot 1 & Lot 2 & Lot 3:** The average annual turnover in the past three years (2007, 2008 and 2009) of the tenderer must exceed the financial proposal of the tender.
- 2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)
  - **Lot 1:** at least 5 persons of the permanent staff of the candidate in total currently working in the areas relating to the supplies to be provided under this Lot i.e. in the manufacture and/or delivery.
  - **Lot 2:** The tenderer has certification on Quality Management as ISO or equivalent
  - **Lot 3:** at least 5 persons of the permanent staff of the candidate in total currently working in the areas relating to the supplies to be provided under this Lot i.e. in the manufacture and/or delivery.
- 3) Technical capacity of tenderer (based on i.a. items 5 and 6 of the Tender Form for a Supply Contract)
  - **Lot 1 :** the tenderer has successfully completed at least 10 projects in related fields with a budget of at least 5.000 € for each project in the past three years until the submission deadline of this application.
  - **Lot 2:** the tenderer has successfully completed at least 2 projects in related fields, with a budget of at least that of this contract, in the past three years until the submission deadline of this application.
  - **Lot 3:** the tenderer has successfully completed at least 20 projects in related fields with a budget of at least 5.000 € for each project in the past three years until the submission deadline of this application.

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

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## 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 (fax plus e-mail) to the below-mentioned address:

### **Delegation of the European Union to the Republic of Serbia**

Mr. Fabrizio Spada

[Fabrizio.SPADA-SANTONI@ec.europa.eu](mailto:Fabrizio.SPADA-SANTONI@ec.europa.eu)

Tel.: +381 11 3083 209

Fax: +381 11 3083 201

Finance and Contracts, 9th floor

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

The deadline for submission of tender is on **18<sup>th</sup> April 2011 at 12:00** (Central European Time) at the following address:

### **Delegation of the European Union to the Republic of Serbia**

Finance and Contracts, 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**

The tender opening session is on **18<sup>th</sup> April 2011 at 14:30** (Central European Time) at the address indicated in item 19, i.e the EC Delegation.

## **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)<sup>[1]</sup>.

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<sup>[1]</sup> OJ L 210, 31.7.2006, P. 82