

SUPPLY CONTRACT NOTICE

Supply of equipment necessary for improving conformity assessment (CA) services in the Republic of Serbia

Location – Republic of Serbia

1. Publication reference

EuropeAid/135592/IH/SUP/RS

2. Procedure

Open

3. Programme title

National programme for Serbia under the IPA – Transition Assistance and Institution Building Component for the year 2013

4. Financing

Financing agreement

5. Contracting authority

The Government of the Republic of Serbia, represented by the Ministry of Finance, Department for Contracting and Financing of EU Funded Programmes, Belgrade, SERBIA

CONTRACT SPECIFICATIONS

6. Description of the contract

The subject of this contract is the supply (all Lots), delivery (all Lots), unloading (all Lots), installation (all Lots), putting into operation (all lots), training (all lots) and commercial warranty (all Lots) of testing and calibration equipment for Conformity Assessment services in the Republic of Serbia, aiming to improve level of recognition of Serbian Conformity Assessment Bodies and to increase international competitiveness of Serbian industry.

7. Number and titles of lots

The number of lots: 12

Lot 1	Equipment for determination of physical properties of windows, doors, curtain walls and panels
Lot 2	Equipment for radio frequencies measurements
Lot 3	Equipment for determination of mechanical resistance of construction materials/products
Lot 4	Equipment for determination of other physical properties of construction materials/products/building structures

Lot 5	Equipment for determination of physical and mechanical properties of metallic materials/products and other products
Lot 6	Equipment for non-destructive test of metallic materials/products
Lot 7	Equipment for determination of chemical properties of materials/products
Lot 8	Equipment for determination of physical and resistance to fire properties of electrical insulators and electrical products in hazardous locations
Lot 9	Equipment for temperature, humidity calibrations and electricity meter testing
Lot 10	Equipment for mass, volume and flow calibrations
Lot 11	Equipment for taximeters testing
Lot 12	Equipment for traffic speed control instruments testing

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.

The items listed below are derogated from the rule of origin:

Lot no.	Item no.	Item Title
2	6	Set of immunity test equipment
8	5	Siwek 20 l chamber
12	1	Laser speed measurement simulator and programmable pulse-delay generator

These supplies may originate in countries other than Member States of the European Union or countries or territories of the regions covered and/or authorized by the specific instruments applicable to the programme under which the contract is financed (IPA).

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.

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:

Lot	Tender guarantee
Lot 1	EUR 7.000
Lot 2	EUR 5.300
Lot 3	EUR 1.600
Lot 4	EUR 2.500
Lot 5	EUR 10.000
Lot 6	EUR 3.800
Lot 7	EUR 10.300
Lot 8	EUR 11.300
Lot 9	EUR 1.800
Lot 10	EUR 6.900
Lot 11	EUR 1.100
Lot 12	EUR 700

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 fulfill 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 tasks shall be 180 days from the commencement date until the provisional acceptance for each lot.

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 reference period which will be taken into account will be the last three years for which accounts have been closed:
 - a) The average annual turnover of the tenderer for the last three years (2012, 2013 and 2014) must be at least equal to the amount of the submitted proposal for each lot tendered¹
 - b) Average current ratio (current assets/current liabilities) over the last three years (2012, 2013 and 2014) must be > 1
- 2) **Professional capacity** of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract). The reference period which will be taken into account will be the last three years from submission deadline:
 - a) At least 5 persons of the permanent staff currently work for the tender in fields related to the lot(s) tendered
- 3) **Technical capacity** of tenderer (based on i.a. items 5 and 6 of the Tender Form for a Supply Contract). The reference period which will be taken into account will be the last three years from submission deadline:

For all Lots:

- a) The tenderer has delivered supplies under at least one contract with a budget of at least that of his/her financial offer for this tender in the field related to this contract (supply of testing and/or calibration equipment), which was implemented at any moment during the following period: in the course of the past 3 years (starting from 29.12.2012 up to the deadline for submission of tenders).

The Tenderer shall supply copies of the certificates of provisional or final acceptance issued by the client/employer/contracting authority for the projects concerned and/or a written letter of satisfaction from the client/employer/contracting authority evidencing the essential elements required in the relevant technical capacity criteria.

The contract that tenderer refers to under criteria 16.3) a) could have been started or completed at any time during the indicated period but it does not necessarily have to be started and completed during that period, nor implemented during the entire period. Tenderers are allowed to refer either to projects completed within the reference period (although started earlier) or to projects not yet completed. In the first case the project will be considered in its whole if proper evidence of performance is provided. In case of projects still on-going only the portion satisfactorily completed

¹ If the tenderer applies for more than one lot, the total offered price (meaning, the total sum of offered prices stated in the tenderer's declaration for all tendered lots) will be evaluated against the set annual turnover.

until the end of the reference period will be taken into consideration. This portion will have to be supported by documentary evidence (similarly to projects completed) also detailing its value.

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 tender rely in majority on the capacities of other entities or when they rely on key criteria. If the tender 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's Internet address: www.cfcu.gov.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:

Ministry of Finance
Department for Contracting and Financing of EU Funded Programmes (CFCU)
Division for Tender Preparation and Contract Management
3-5 Sremska St, VII floor, office 701
11000 Belgrade, Republic of Serbia
[E-mail:cfcu.questions@mfin.gov.rs](mailto:cfcu.questions@mfin.gov.rs)

(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 Contracting Authority website at www.cfcu.gov.rs.

19. Deadline for submission of tenders

29 April 2016 at 12:00 hours Central European Time (CET)

Any tender received by the Contracting Authority after this deadline will not be considered.

20. Tender opening session

29 April 2016 at 14:00 hours CET at the premises of the Ministry of Finance, Department for Contracting and Financing of EU Funded Programmes (CFCU), Sremska 3-5 St, Belgrade, 11000 Republic of Serbia.

21. Language of the procedure

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

22. Legal basis²

Council Regulation (EC) No 1085/2006 of 17th July 2006 establishing an Instrument for Pre-Accession Assistance (IPA) - OJL 210/82 of 31/07/2006.

23. Additional information

Opening hours of the Contracting Authority for the submission of tenders: 8:00 - 15:00 CET.

Please note that in order to ensure efficient electronic correspondence with the Contracting Authority, candidates must provide e-mail addresses capable of receiving e-mails of at least 20 MB (twenty Megabytes), or else specify their inbox size.

² Please state any specificity that might have an impact on rules on participation (such as geographic or thematic or long/short term).