

SUPPLY CONTRACT NOTICE

Supply of equipment necessary for establishing the secondary/backup Treasury Data Centre

Location – Republic of Serbia

1. Publication reference

EuropeAid/137122/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 purpose of this contract is to ensure sustainability and preservation of data of the Treasury Administration of the Republic of Serbia through establishment of a secondary (backup) data center at a safe remote location. This will include the purchase of the hardware and software necessary for enabling of the full functionality of secondary/backup Data Centre, related trainings and certification for Treasury staff.

7. Number and titles of lots

One lot only.

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.

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 30.500 when submitting their tender. This guarantee will be released to unsuccessful tenderers once the tender procedure has been completed and to the successful tenderer 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

An optional information meeting will be held on 12 July 2016 at 09:00 CET at the premises of the Head Office of the Treasury Administration in Belgrade 7-9 Pop Lukina Street and an optional site visit will be held on 12 July 2016 at 13:00 CET at the Treasury Administration Regional Office in Novi Sad, 7 Modena Street.

The tenderer will need to register for the information meeting and site visit at the latest on 08 July 2016 until 14:00 CET writing to (including both contact persons in the correspondence):

Miroslav Stefanović, miroslav.stefanovic@trezor.gov.rs

AND

Vladisav Potežica, vladisav.potezica@mfin.gov.rs

14. Tender validity

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders. In exceptional circumstances, the Contracting Authority may, before the validity period expires, request that tenderers extend the validity of tenders for a specific period (see para 8.2

of the instructions to tenderers).

15. Period of implementation of tasks

The period of implementation of tasks shall be 180 calendar days from the commencement date until the provisional acceptance.

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 unless specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors:

- 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 must be at least equal to the amount of the submitted proposal.
 - b) Current ratio (current assets/current liabilities) in the last year for which accounts have been closed must be at least 1. In case of a consortium, this criterion must be fulfilled by each member.
- 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 5 years from submission deadline.
 - a) It is necessary that the tenderer has a minimum of two employees who are trained to install and service the equipment concerned for Item 1, as evidenced by a certificate of equipment manufacturers.
 - b) It is necessary that the tenderer has at least one employee who is trained to install and service the subject equipment for Item 3, as evidenced by a certificate of equipment manufacturers.
 - c) The tenderer must be authorized by the manufacturer for selling and servicing of the offered equipment during the warranty period, as evidenced by a certificate of equipment manufacturer.
- 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 5 years from submission deadline.
 - a) The tenderer has delivered supplies under at least one contract (where the tenderer's proportion was greater than 50% of the submitted financial offer) with a budget of at least that of his/her financial offer for this tender in the field related to this contract (establishing of a data centre).

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 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.

Capacity-providing entities

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 relies in majority on the capacities of other entities or when they rely on key criteria. If the tenderer relies 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 a commitment 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.

With regard to technical and professional criteria, a tenderer may only rely on the capacities of other entities where the latter will perform the tasks for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the tenderer relies, become jointly and severally liable for the performance of the contract.

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

(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

30 August 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

30 August 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 basis¹

Council Regulation (EC) No 1085/2006 of 17.7.2006 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: 8:30 – 15:00 CET.

¹ Please state any specificity that might have an impact on rules on participation (such as geographic or thematic or long/short term).

