Publicdocumentto be completed by the contracting authority

**SUPPLY CONTRACT NOTICE**

**Suply of Vehicles for hand loading of garbage**

**Bela Palanka - Republic of Serbia**

1. **Publication reference**

**CB007.2.32.089/PO4**

1. **Procedure**

Local open

1. **Programme title**

Interreg - IPA CBC Bulgaria -Serbia Programme

1. **Financing**

The project is co-financed by the European Union, in accordance with the rules of INTERREG IPA CBC Bulgaria- Serbia Programme

1. **Contracting authority**

Municipality of Bela Palanka

**CONTRACT SPECIFICATIONS**

1. **Contract description**

Contractor shall supply and deliver specialized vehicles, 2 trucks for hand loading of garbage in accordance with technical specification Annex III

**Number and titles of lots**

One Lot

**CONDITIONS OF PARTICIPATION**

1. **Legal basis, eligibility and rules of origin**

Participation is open to all legal persons (participating either individually or in a grouping – consortium– of tenderers) which are effectively established in a Member State of the European Union or in a eligible country or territory as defined under the Regulation (EU) No 236/2014 establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable instrument under which the contract is financed (see also heading 22 below). Participation is also open to international organisations.

All goods purchased must originate in a Member State of the European Union or a country covered by the IPA II programme. For these purposes, ‘origin’ means the place where the goods are mined, grown, produced or manufactured and/or from which services are provided. The origin of the goods must be determined according to the EU Customs Code or to the relevant international agreement applicable.However, they may originate from any country when the amount of the supplies to be purchased (as a whole or, if divided into lots, per lot) is below EUR 100 000.

1. **Number of tenders**

No more than one tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

1. **Grounds for exclusion**

As part of the tender,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 Section2.6.10.1. of the practical guide.

Tenderers included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

1. **Tender guarantee**

No tender guarantee is required.

1. **Performance guarantee**

The amount of the performance guarantee in a form of bill of exchange shall be 5 % of the total Contract price, including any amounts stipulated in addenda to the Contract.

1. **Information meeting and/or site visit**

N/A

1. **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).

1. **Period of implementation of tasks**

150 days

**SELECTION AND AWARD CRITERIA**

1. **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 wholeunless 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 financial years for which accounts have been closed.

The selection criteria for each tenderer are as follows:

* the average annual turnover of the tenderer must exceed the annualised maximum budget of the offer

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 yearspreceding the submission deadline.

* + - Tenderer is required to have at least 1 permanent contract employees 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). The reference period which will be taken into account will be the last 5yearspreceding the submission deadline.

- The tenderer has delivered supplies under at least 1 (one) contract with a budget of at least that of this offer which were implemented during the following period: 5years from the submission deadline.

This means that the contract the tenderer refers to 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 (statement or certificate from the entity which awarded the contract, final acceptance). In case of projects still on-going only the portion satisfactorily completed during 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. 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 by producing acommitment 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 relying on them and must comply with the selection criteria for which the economic operator relies on them. 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 provided 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.

1. **Award criteria**

Price

**TENDERING**

**18. Deadline for submission of tenders**

The deadline for submission of tenders is 20.06.2022 at 12:00h.

**19. Tender format and details to be provided**

**Tenders must be submitted using the standard tender form.**

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

<http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

**20. How tenders may be submitted**

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 10 of the instructions to tenderers.

**Tenders submitted by any other means will not be considered.**

By submitting a tender tenderers accept to receive notification of the outcome of the procedure by electronic means.

**21. Alteration or withdrawal of tenders**

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 15 of the instructions to tenderers.

**22. Operational language**

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

**23. Additional information**

Financial data to be provided by the candidate in the standard application form must be expressed in EUR/RSD. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR/RSDshall be made in accordance with the InforEuro exchange rate of April 2022, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.