Public document to be completed by the contracting authority

**SUPPLY CONTRACT NOTICE**

**“ Supply of the specific equipment for measurement of vehicle’s condition and the other portable assets ”**

**Location - Skopje, The Republic of North Macedonia**

1. **Publication reference**

CN1-S.O 2.1-SC006/TD2

1. **Procedure**

Simplified procedure

1. **Programme title**

Interreg IPA Cross-border Cooperation Programme “Greece – the Former Yugoslav Republic of Macedonia 2014-2020 “

1. **Financing**

Financed under project “Safe Cross-Border Transportation of Hazardous Materials: Orphan Radioactive Sources” STRASS

Subsidy contract no: SC 006

Budget line: Equipment

Project is co-funded by the European Union and National Funds of the participating countries.

1. **Contracting authority**

Faculty of Mechanical Engineering of Ss Cyril and Methodius University in Skopje, The Republic of North Macedonia

**CONTRACT SPECIFICATIONS**

1. **Description of the contract**

The current contract will support the Faculty of Mechanical Engineering of Ss Cyril and Methodius University in Skopje in the process of implementation of the project “Safe Cross-Border Transportation of Hazardous Materials: Orphan Radioactive Sources” STRASS, financed under Interreg IPA Cross-border Cooperation Programme “ Greece- the former Yugoslav Republic of Macedonia 2014-2020 “. The subject of the contract is supply, delivery, unloading, testing and putting into operation of equipment (portable gas analyzer, petrol detector, on vehicle cameras, noise meter, ECU vehicle universal diagnostique data reader unit, termovision camera, standard tool set) for Faculty of Mechanical Engineering in Skopje. The supply of these equipment will help to meet the needs of the current project for identification and minimization of traffic accidents, improving safe border crossing and promoting energy efficiency towards green transport.

1. **Number and titles of lots**

This tender procedure is established into one lot only.

**TERMS OF PARTICIPATION**

1. **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.

All supplies under this contract may originate from any country.

1. **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 Section 2.6.10.1. 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. **Number of tenders**

Tenderers may submit only one tender. Tenders for parts of a lot will not be considered. Tenderers may not submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

1. **Tender guarantee**

No tender guarantee is required.

1. **Performance guarantee**

No performance guarantee is required.

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

No information meeting is planned

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**

**The implementation period of each item, equal to the supply, delivery, unloading, installation, testing and putting into operation of equipment, shall run from the commissioning order issued by the Contracting Authority and will end on the date of issuance of the Provisional Acceptance Certificate but no longer than 90 calendar days. The implementation period of this contract as a whole (period of delivery of all items) should be completed within 180 calendar days, but not later than 06.06.2020.**

**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:**

**The selection criteria for each tenderer are as follows:**

**Economic and financial capacity of candidate:**

**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.**

**Criteria for legal persons:**

**1. the average annual turnover of the tenderer over past three (3) years for which accounts are closed, must exceed the tenderer’s financial offer.**

**Companies that have been operational for less than three years will have to demonstrate an operational cash flow which must exceed their financial proposal for the years in which they have been operational.**

**2. 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.**

**Criteria for natural persons:**

**1. the available financial resources of the tenderer must exceed maximum budget of the their financial offer.**

**Professional capacity of candidate:**

**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.**

**Criteria for legal persons:**

**1. at least 1 staff currently working for the tenderer in fields related to this contract.**

**Criteria for natural persons:**

**1. is currently working/has worked during the past 3 years with minimum 2 collaborators in fields related to this contract**

**Technical capacity of candidate:**

**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.**

**Criteria for legal and natural persons:**

**1. the tenderer has delivered similar supplies/equipment (proportion carried out by the candidate) under at least one (1) contract with a budget of at least of his financial offer, implemented within three (3) years prior to the closing date of submission of tenders ( as indicated in point 19).**

**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. 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 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 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 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.**

1. **Award criteria**

The sole award criterion will be the price. The contract will be awarded to the **lowest compliant tender.**

**TENDERING**

1. **How to obtain the tender dossier**

The tender dossier is available from the following Internet address: https://www.mf.ukim.edu.mk/mk/strass. 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 Prof. Dame Dimitrovski on e-mail address dame.dimitrovski@mf.edu.mk or to the address Faculty of Mechanical Engineering, St. Ruger Boskovik nn, 1000 Skopje (mentioning the publication reference shown in item 1) at the latest 21 days before the deadline for submission of tenders given in item 19. The contracting authority must reply to all tenderers' questions at the latest 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 website of Contracting Authority website at <https://www.mf.ukim.edu.mk/mk/strass>.

The Contracting Authority has no obligation to provide clarification after this date.

1. **Deadline for submission of tenders**

**19 November 2019, 10:00 Local Time**

The tenderer's attention is drawn to the fact that there are two different systems for sending tenders: one is by post or private mail service, the other is by hand delivery.

In the first case, the tender must be sent before the date and time limit for submission, as evidenced by the postmark or deposit slip[[1]](#footnote-1), but in the second case it is the acknowledgment of receipt given at the time of the delivery of the tender which will serve as proof.

Any tender submitted to the contracting authority after this deadline will not be considered.

**The contracting authority may, for reasons of administrative efficiency, reject any tender submitted on time to the postal service but received, for any reason beyond the contracting authority's control, after the effective date of approval of the evaluation report, if accepting tenders that were submitted on time but arrived late would considerably delay the evaluation procedure or jeopardise decisions already taken and notified.**

**How tenders may be submitted**

Tenders must be submitted in English exclusively to the contracting authority in a sealed envelope:

1. EITHER by post or by courier service, in which case the evidence shall be constituted by the postmark or the date of the deposit slip, to :

**Contact name**: Prof. Dame Dimitrovski

**Address**: Faculty of Mechanical Engineering,

Ruger Boskovik nn,

1000 Skopje

The Republic of North Macedonia

**E-mail**: dame.dimitrovski@mf.edu.mk

1. OR **hand delivere**d by the participant in person or by an agent **directly** to the premises of the contracting authority in return for a **signed and dated receipt**, in which case the evidence shall be constituted by this acknowledgement of receipt, to:

**Contact name**: Sanja Gjorgjievska

**Faculty of Mechanical Engineering**

Ss Cyril and Methodius University

Ruger Boskovik nn,

1000 Skopje

The Republic of North Macedonia

**Working hours**: 08.00 h – 16.00 h

The **contract title** and the **Publication reference** (see item 1 above) must be clearly marked on the envelope containing the tender and must always be mentioned in all subsequent correspondence with the contracting authority.

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

By submitting a tender candidates accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received on the date upon which the contracting authority sends it to the electronic address referred to in the tender.

1. **Tender opening session**

Tender opening session will be held at 10:00h Local Time on 21.11.2019 at the premises of Faculty of Mechanical Engineering, Ruger Boskovik nn, 1000 Skopje, The Republic of North Macedonia.

In the case that at the date of the opening session some tenders have not been delivered to the contracting authority but their representatives can show evidence that they have been sent on time, the contracting authority will allow them to participate in the first opening session and inform all representatives of the tenderers that a second opening session will be organised.

1. **Language of the procedure**

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

1. **Legal basis[[2]](#footnote-2)**

Regulation (EU) No236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union`s instruments for financing external action and Regulation (EU) No 231/2014 of the European Parliament and of the Council of 11 March 2014 establishing an Instrument for Pre-Accession Assistance (IPA II) – IPA II Regulation.

Chapter 3 of Title II of Part Two of Delegated Regulation (EU) No 1268/2012 on the rules of application of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union. In accordance with Art. 45 (1) of Commission Implementing Regulation (EU) No 447/2014.

1. **Additional information**

Financial data to be provided by the tenderer in the standard tender form must be expressed in EUR If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR shall be made in accordance with the InforEuro exchange rate of November 2019of the applicable InforEuro , which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.

1. It is recommended to use registered mail in case the postmark would not be readable. [↑](#footnote-ref-1)
2. Please state any specificity that might have an impact on rules on participation (such as geographic or thematic or long/short term). [↑](#footnote-ref-2)