**SUPPLY CONTRACT NOTICE**

**“Delivery of equipment for alarm system”**

**Suloglu, Turkey**

1. **Publication reference**

035-SUPPLY-Suloglu-05

1. **Procedure**

Simplified

1. **Programme title**

Second Call for proposals under the Interreg-IPA CBC Bulgaria-Turkey Programme 2014-2020, CCI No 2014TC16I5CB005

1. **Financing**

The project No. CB005.2.11.035, Subsidy Contract РД 02-29-188/23.07.2019 is co-funded by the European Union, through financing agreement under the Interreg-IPA CBC Bulgaria-Turkey Programme 2014-2020, CCI No 2014TC16I5CB005.

1. **Contracting authority**

**Municipality of Suloglu**

Merkez Mah. Kemalbalıkesir Cad. No.46

Suloglu, Edirne, Turkey

[suloglubelediyesi@outlook.com](mailto:suloglubelediyesi@outlook.com)

Contact person: Mrs. Nazife Ahmedova

**CONTRACT SPECIFICATIONS**

1. **Description of the contract**

The Municipality of Suloglu is currently implementing project under Interreg-IPA CBC Bulgaria-Turkey Programme 2014-2020, CCI No 2014TC16I5CB005 – Project “Suloglu and Sozopol - Informed, Trained, Equipped”, ref. No. CB005.2.11.035. The purpose of this project is the establishment of Disaster Management Centre in the town of Suloglu, Turkey with the necessary equipment for quick and adequate response in case of disasters or hazards. Therefore, emergency alarm system is to be established between the Centre and 10 of the closest villages through satellite connection.

In this connection the subject of the contract is the delivery of the necessary equipment for the emergency alarm system, as follows:

* Fixed satellite phone unit – 11 pieces
* Rack mountable UPS – 11 pieces
* 9U Wall-type cabinet – 11 pieces

And the provision of ancillary services that will ensure the exploitation of the alarm system, as follows:

* Activation fee for 11 users
* Plan for 1 year for 11 users
* ICTA (Information and Communications Technology Authority) taxes for 1 year for 11 users

1. **Number and titles of lots**

One lot only

**TERMS OF PARTICIPATION**

1. **Eligibility and rules of origin**

Participation is open to all natural persons who are nationals of and 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 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**

The candidates may submit an application for one lot only or all of the lots, but only one application may be submitted per lot. 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.

Contracts will be awarded lot by lot and each lot will form a separate contract. 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.

1. **Tender guarantee**

Tenderers must provide a tender guarantee of **400 euros** 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.

1. **Performance guarantee**

The successful tenderer will be asked to provide a performance guarantee of 6% 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.

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 the tasks is 4 months.

**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 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 financial years for which accounts have been closed.

**The selection criterion for each tenderer is as follows:**

* the average annual turnover of the tenderer must exceed 20 000 EUR

**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 preceding the submission deadline.

**Professional criterion for legal persons:**

* at least one expert currently work for the tenderer in fields related to this contract;

**Professional criterion for natural persons:**

* is currently working/has worked during the past 3 years as manager/team-leader 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 three years preceding the submission deadline.

**Technical criterion for legal and natural persons:**

* the tenderer has delivered supplies under at least one contract with a budget of at least the budget of this contract in Information and Communication Technologies or other equivalent field which was implemented during the following period: the past 3 (three) years before 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 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 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**

1. **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

**Municipality of Suloglu**

Merkez Mah. Kemalbalıkesir Cad. No.46

Suloglu, Edirne, Turkey

[suloglubelediyesi@outlook.com](mailto:suloglubelediyesi@outlook.com)

Contact person: Mrs. Nazife Ahmedova

(mentioning the publication reference shown in item 1) at the latest until 14.02.2020. The contracting authority must reply to all tenderers' questions at the latest until 24.02.2020.

1. **Deadline for submission of tenders**

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.

**06.03.2020 17.00 h (local time)**

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 :

**Municipality of Suloglu**

Merkez Mah. Kemalbalıkesir Cad. No.46

Suloglu 22560, Edirne, Turkey

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:

**Municipality of Suloglu**

Address: Merkez Mah. Kemalbalıkesir Cad. No.46

Suloglu 22560, Edirne, Turkey

Contact person: Mrs. Nazife Ahmedova

Working hours: 9.00 – 17.00 h/Monday to Friday/

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**

**13.03.2020 at the premises of the Municipality of Suloglu**

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) No 231/2014 of the European Parliament and of the Council of 11 March 2014 establishing an Instrument for Pre-accession Assistance (IPA II);
* Commission Implementing Regulation (EU) No. 447/2014 of 2 May 2014 for implementing Regulation (EU) No 231/2014 of the European Parliament and of the Council establishing an Instrument for Pre-accession Assistance (IPA II);
* Regulation (EU) No 1299/2013 of the European Parliament and of the Council of 17 December 2013 on specific provisions for the support from the European Regional Development Fund to the European territorial cooperation goal;
* Commission Delegated Regulation (EU) No 481/2014 of 4 March 2014 supplementing Regulation (EU) No 1299/2013 of the European Parliament and of the Council with regard to specific rules on eligibility of expenditure for cooperation programmes;
* Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006;
* Regulation (EU) No 236/2014 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;
* Council Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002;
* Regulation (EU, EURATOM) 2015/1929 of the European Parliament and of the Council of 28 October 2015 amending Regulation (EU, Euratom) No 966/2012 on the financial rules applicable to the general budget of the Union;
* Commission Delegated Regulation (EU) No 1268/2012 of 29 October 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;
* Commission Delegated Regulation (EU) 2015/2462 of 30 October 2015 amending 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;
* The Interreg-IPA CBC Bulgaria-Turkey Programme, approved by the European Commission by Decision C(2015) 5280 from 22.07.2015, amended with Decision C(2016) 2852 from 4.5.2016 and Decision C(2016) 8642 from 13.12.2016;
* Financing Agreement between the Republic of Turkey and European Commission for the Programme;
* Memorandum on Implementation of Interreg – IPA Cross-Border Cooperation Programme Bulgaria-Turkey CCI Number: 2014TC16I5CB005 between the Government of the Republic of Bulgaria and the Government of the Republic of Turkey;

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 January, 2020of the applicable InforEuro exchange rate, 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)