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## SUPPLY PROCUREMENT NOTICE

### Supply for energy efficient demonstration projects

Location – Bosnia and Herzegovina

#### 1. Publication reference

Tender no: EC/BiH/TEN/11/026

Publication reference: EuropeAid/132057/C/SUP/BA

#### 2. Procedure

Open

#### 3. Programme

IPA 2008

#### 4. Financing

Budget line

#### 5. Contracting authority

- European Union, represented by the European Commission on behalf of and for the account of the beneficiary country (centralised tender procedures)

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## CONTRACT SPECIFICATIONS

#### 6. Description of the contract

This supply contract covers: supply, delivery, disassembly with removal of existing materials from site and installation (Lot 1, 2, 3, 5 and 6) and training (Lot 4 and 5).

#### 7. Number and titles of lots

- Lot 1: Windows and doors of PVC-U in Zenica (531m<sup>2</sup>), Jaice (2 facilities, 231m<sup>2</sup> and 315m<sup>2</sup>), Prnjavor (366m<sup>2</sup>), Trebinje (199m<sup>2</sup>), Zvornik (101m<sup>2</sup>), Visegrad (267m<sup>2</sup>).
- Lot 2: Windows and doors of wood in Tesanj (225m<sup>2</sup>)
- Lot 3: Thermostatic valves in Zenica (60 units) and Zvornik (80 units)
- Lot 4: Thermal insulation to roof area in Zvornik (800m<sup>2</sup>) and Visegrad (615m<sup>2</sup>) and insulation materials for a composite façade for Visegrad (400m<sup>2</sup>) and Brcko (1,360m<sup>2</sup>)
- Lot 5: Condensing boiler in Neum with all accessories
- Lot 6: Energy efficient luminaries replaced in Neum (365 units), Trebinje (22 units) and Zvornik (205 units)

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## 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, <http://ec.europa.eu/europeaid/epag/annexes.do?group=A> next download Annex A2b, Eligibility programmes 2007-2013 and go to **Instrument for Pre-Accession Assistance Council Regulation (EC) N° 1085/2006 of 17 July 2006 - OJ L 210/82 of 31.7.2006**. 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 to contracts procedures for EU external actions.

## 10. Number of tenders

Tenderers may submit tender for one, several or all lots. 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 as follows, for:

- Lot 1: EUR 5,000
- Lot 2: EUR 1,000
- Lot 3: EUR 100
- Lot 4: EUR 1,500
- Lot 5: EUR 200
- Lot 6: EUR 1,000

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.

## 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

Mandatory site visits will be held only with the winning bidder(s) (around late April or the

beginning of May) to the 9 municipalities (Zenica, Tesanj, Breko, Zvornik, Visegrad, Jajce, Prnjavor, Neum and Trebinje) to double check the exact quantities of each item that will be contracted (in case there are minor deviations with the published bill of quantities) and for the successful bidder to familiarize itself with the facilities where the supply items have to be brought and built into. Cost of attendance to this site visit shall be covered by the successful bidder.

#### **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**

150 days

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### **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 average annual turnover of the tenderer for the last three financial years for which accounts have been closed must exceed the tenderer's financial proposal for this contract
  - the averages of cash and cash equivalents at the beginning and end of year must be proved to be positive.
- 2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)

In case the tenderer is bidding for **Lot 1:**

- Professional certification appropriate to this contract, as required by the local authorities in both Entities, for the supplies and ancillary services specified for Lot 1.
- At least [3 permanent staff](#) have been working for the last three years and currently work for the tenderer in any one of the fields related to this contract (window making or replacement with connecting construction works in buildings).

In case the tenderer is bidding for **Lot 2:**

- Professional certification appropriate to this contract, as required by the authorities in FBiH for the supplies and ancillary services specified for Lot 2.
- At least 3 permanent staff have been working for the last three years and currently work for the tenderer in any one of the fields related to this contract (window making or replacement with connecting construction works in buildings).

In case the tenderer is bidding for **Lot 3:**

- Professional certification appropriate to this contract, as required by the authorities in both Entities for the supplies and ancillary services specified for Lot 3.
- At least 3 permanent staff have been working for the last three years and currently work for the tenderer in any one of the fields related to this contract (design, supply, installation **or** commissioning of equipment for heating network in buildings).

In case the tenderer is bidding for **Lot 4:**

- Professional certification appropriate to this contract, as required by the authorities in RS and Brcko district for the supplies and ancillary services specified for Lot 4.
- At least 3 permanent staff have been working for the last three years and currently work for the tenderer in fields related to this contract (supply or fixing) **and** training of thermal insulation to buildings and applying weather proof external coats).

In case the tenderer is bidding for **Lot 5:**

- Professional certification appropriate to this contract, as required by the authorities in both Entities for the supplies and ancillary services specified for Lot 5.
- At least 3 permanent staff have been working for the last three years and currently work for the tenderer in any one of the fields related to this contract (design, supply, installation **or** commissioning of equipment for heating network in buildings).

In case the tenderer is bidding for **Lot 6:**

- Professional certification appropriate to this contract, as required by the authorities in both Entities for the supplies and ancillary services specified for Lot 6. **At least 3 permanent staff** have been working for the last three years and currently work for the tenderer in any one of the fields related to this contract (supply or installation and commissioning of electrical equipment, illuminators and controllers)
- 3) Technical capacity of tenderer (based on i.a. items 5 and 6 of the Tender Form for a Supply Contract)
- For each of the lots which bears offer the tenderer must have completed at least one project, during the three years prior to submission deadline, with a budget equal to the tendered amount for the lot in question (covering 1 and 2- window and door replacement; 3- installation of controls and TRV's; 4- supply or fixing and training in fixing thermal insulation to facades; 5- installing condensing boilers; and 6- installing or replacing electrical illuminations)

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 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

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# **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> and  
<http://www.europa.ba/Tenders.aspx?lang=EN&cat=2>

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 [DELEGATION-BIH-PROCUREMENT@eeas.europa.eu](mailto:DELEGATION-BIH-PROCUREMENT@eeas.europa.eu) (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  
<http://www.europa.ba/Tenders.aspx?lang=EN&cat=2>

## **19. Deadline for submission of tenders**

**Monday, 07 May 2012, 12:00 Central European Time.**

at the following address:

Delegation of the European Union to Bosnia and Herzegovina  
Procurement and Contracting Team  
Skenderija 3a  
71 000 Sarajevo  
Bosnia and Herzegovina

**Any tender received after this deadline will not be considered.**

## **20. Tender opening session**

**Monday, 07 May 2012, 14:00 Central European Time** at the address given in Article 19.

## **21. Language of the procedure**

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

## **22. Legal basis**

Council Regulation (EC) No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA)