

---

## SUPPLY CONTRACT NOTICE

### Supply of ICT Equipment and Software for Judicial Institutions in Bosnia and Herzegovina

**Location: Bosnia and Herzegovina**

**EC/BiH/TEN/12/041**

#### **1. Publication reference**

EuropeAid/133614/C/SUP/BA

#### **2. Procedure**

Open

#### **3. Programme**

IPA

#### **4. Financing**

Financing agreement

#### **5. Contracting authority**

- European Union, represented by the European Commission on behalf of and for the account of the beneficiary country, Bosnia and Herzegovina

---

## CONTRACT SPECIFICATIONS

#### **6. Description of the contract**

Procurement and installation of Information and Communication Technology (ICT) equipment and software for Co8urts and prosecutors' offices, as well as the High Judicial and Prosecutorial Council (HJPC) of Bosnia and Herzegovina.

#### **7. Number and titles of lots**

The contract is divided into 7 lots:

Lot 1: ICT equipment for HJPC, courts and prosecutors' offices

Lot 2: Printers and scanners for HJPC, courts and prosecutors' offices in Bosnia and Herzegovina

Lot 3: System and Office software licences for judicial information system

Lot 4: Database software licences for the judicial information system

Lot 5: SDH Wireless Transmission System (point-to-point links)

Lot 6: Switches for courts and prosecutors' offices in Bosnia and Herzegovina

Lot 7: Audio/Video Equipment for support to the court hearings

## **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) ([http://ec.europa.eu/europeaid/work/procedures/implementation/eligibility/index\\_en.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/eligibility/index_en.htm); next enter **GENERAL ANNEX A2 Eligibility programmes 2007-2013** and go to **Instrument for Pre-Accession Assistance (Council Regulation (EC) N° 1085/2006 - OJ L 210/82 of 31.7.2006)**).

All goods supplied under this contract must originate in one or more of these countries **with the exception of the following, for which derogation to the rules of origin is granted:**

[LOT 2: Printers and Scanners for HJPC, courts and prosecutors' offices in Bosnia and Herzegovina](#)

[LOT 6: Switches for courts and prosecutors' offices in Bosnia and Herzegovina](#)

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 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(s) of **18,200.00€ for Lot 1; 2,450.00€ for Lot 2; 12,600.00€ for Lot 3; 600.00€ for Lot 4; 1,150.00€ for Lot 5; 1,450.00€ for Lot 6; 3,600.00€ for Lot 7** 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**

A site visit is only foreseen for Lot 5. The date and time of the visit, venue and contact details are specified in the Tender Dossier, "Instructions to Tenderers". Article 14.1. *Clarification meeting/site visit.*

## 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

For Lots 1, 2, 3, 4, 6 and 7 the period of implementation of task is 205 days [from the commencement date](#)

For Lot 5 the period of implementation of task is 410 days [from the commencement date](#).

---

## 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.
  - (a) the average turnover of the tenderer for the last three years must exceed the total aggregated value of its financial proposal for the lots offered.
- 2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)
  - (a) the tenderer has minimum of two (2) staff employed on a permanent basis in the field 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)
  - (a) over the past thirty six (36) months prior to the submission deadline of this tender procedure, the tenderer has successfully completed at least one (1) contract in related fields with a budget of at least the aggregated value of its financial proposal for the lots offered under this tender..

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

## **TENDERING**

---

### **18. How to obtain the tender dossier**

The tender dossier is available from the following Internet addresses:  
<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and

<http://www.delbih.ec.europa.eu/Tenders.aspx?id=65&cat=2&lang=EN>

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 of the European Union to Bosnia and Herzegovina

Procurement team,

Skenderija 3a,

71000 Sarajevo,

Bosnia and Herzegovina

Fax: 00387 33 218 323

E-mail: [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.delbih.ec.europa.eu/Tenders.aspx?id=65&cat=2&lang=EN>

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

Monday, 2<sup>nd</sup> September 2013 at 12:00 CET at the the above mentioned address.

Any tender received after this deadline will not be considered.

### **20. Tender opening session**

Monday, 2<sup>nd</sup> September 2013 at 15:00 CET at the above-mentioned address.

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

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

### **22. Legal base**

Instrument for Pre-Accession Assistance (IPA) (Council Regulation (EC) No 1085/2006 OJ L210/82 of 31.7.2006.)