**CONTRACT NOTICE**

**Procurement of one electric combi minimum 8+1 seats and procurement of one utility electric vehicle with 5 seats for Resen Municipality**

**Resen, Municipality of Resen, Republic of North Macedonia**

**Lot 1 Procurement of one electric combi minimum 8+1 seats for Resen Municipality**

**Lot 2 Procurement of one utility electric vehicle with 5 seats for Resen Municipality**

1. **Reference**

**GREEN INTER-E-MOBILITY – CN1-SO2.1-SC039 (09-1594/3)**

1. **Procedure**

Simplified

1. **Programme title**

IPA CBC “Greece – Republic of North Macedonia” 2014-2020

1. **Financing**

Integration of Green Transport in Cities - Green Inter-e-Mobility – CN1 – S.0 2.1 – SC 039

The project is co-financed by the European Union, in accordance with the rules of Interreg IPA II Cross-border Cooperation Programme “Greece - the Republic of North Macedonia 2014-2020” programme.

The project is co-financed by Budget of North Macedonia

1. **Contracting authority**

Municipality of Resen

Square Car Samoil no. 20 , 7310 Resen, Republic of North Macedonia   
+389 47 551 770

**CONTRACT SPECIFICATIONS**

1. **Nature of contract**

**Lump-sum (DDP to Resen)**

1. **Description of the contract**

The purpose of this contract is the supply, delivery, unloading, commissioning, after-sales service for following supplies in two lots:

LOT 1 Procurement of one electric combi minimum 8+1 seats for Resen Municipality

LOT 2 Procurement of one utility electric vehicle with 5 seats for Resen Municipality

The equipment for both lots will have to be delivered to Resen in the period of 75 days latest from signing the contract, the Incoterm applicable shall be DDP to Resen

The supplies must comply fully with the technical specifications set out in the tender dossier (technical annex) and conform in all respects with the drawings, quantities, models, samples, measurements and other instructions.

1. **Provisional commencement date of the contract**

01.10.2021

1. **Period of implementation of tasks**

Within 75 days after signing the contract by both sides.

(if the implementation period for the project Green inter e mobility (which is now 31.12.2021 will be extended the implementation period could be extended too)

**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 17 below). Participation is also open to international organisations. All goods purchased under the contract must originate from an eligible source country as defined above. However, the goods to be purchased may originate from any country, whenever the total price of the estimated quantity of those goods, as reflected in a separate item of the breakdown of the lump-sum price (Volume 4.2.3) is below EUR 100 000.

All supplies under this contract may originate according the PRAG rules.

For UK candidates or tenderers: Please be aware that following the entry into force of the EU-UK Withdrawal Agreement\* on 1 February 2020 and in particular Articles 127(6), 137 and 138, the references to natural or legal persons residing or established in a Member State of the European Union and to goods originating from an eligible country, as defined under Regulation (EU) No 236/2014\*\* and Annex IV of the ACP-EU Partnership Agreement\*\*\*, are to be understood as including natural or legal persons residing or established in, and to goods originating from, the United Kingdom \*\*\*\*. Those persons and goods are therefore eligible under this call.

\* Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community.

\*\* 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.

\*\*\* Annex IV to the ACP-EU Partnership Agreement, as revised by Decision 1/2014 of the ACP-EU Council of Ministers (OJ L196/40, 3.7.2014)

\*\*\*\* including the Overseas Countries and Territories having special relations with the United Kingdom, as laid down in Part Four and Annex II of the TFEU]

1. **Subcontracting**

**Subcontracting is allowed.**

Subcontractors, suppliers and entities upon whose capacity the tenderer relies for the selection criteria must be eligible in respect of the rules on nationality and origin for the financing programme detailed in Section 10 above.

1. **Grounds for exclusion**

Candidates or tenderers must submit a signed declaration, included in the application form or tender form, to the effect that they are not in any of the situations listed in Section 2.6.10.1. of the **practical guide (PRAG).**

Candidates or 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**

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

## The tenderer may submit a tender for one lot, or all of the lots.

## Each lot will form a separate contract and the quantities indicated for different lots will be indivisible. The tenderer must offer the whole of the quantity or quantities indicated for each lot. Under no circumstances must tenders be considered for part of the quantities required. If the tenderer is awarded more than one lot, a single contract may be concluded covering all those lots.

## A tenderer may include in its tender the overall discount it would grant in the event of some or all of the lots for which it has submitted a tender being awarded. The discount should be clearly indicated for each lot in such a way that it can be announced during the public tender opening session.

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 works or supplies required in the tender dossier.

## A tenderer may include in its tender the overall discount it would grant in the event of some or all of the lots for which it has submitted a tender being awarded. The discount should be clearly indicated for each lot in such a way that it can be announced during the public tender opening session.

1. **Tender guarantee**

No tender guarantee is required.

1. **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.

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.

**SELECTION AND AWARD CRITERIA**

1. **Selection criteria**

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not 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:

***1) Economic and financial capacity of candidate:* (**based on i.a item 3 of supply tender form). In case of candidate 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.

* The average annual turnover of the candidate or tenderer must exceed the value of its offer;

***2)Technical and professional capacity of candidate:*** (based on items on items 4 and 5 and 6 of the tender form for supply contracts). The reference period which will be taken into account will be the last three years preceding the submission deadline.

The candidate has provided services or supplies under at least 1 contract with a budget of at least 30.000 EUR in the field of sales of passanger motor vehicles which was implemented at any moment during the reference period: three years preceding the submission deadline.

There must be authorized service for the offered e vehicles in Republic of North Macedonia

Tenderer must be authorized importer for the vehicles on the teritory of Republic of North Macedonia

This means that the contract the candidate refers to could have been started at any time during the indicated period but it does not necessarily have to be completed during that period, nor implemented during the entire period. Candidates are allowed to refer either to projects completed within the reference period (although started earlier) or to projects not yet completed. Only the portion satisfactorily completed during the reference period will be taken into consideration. This portion will have to be supported by documentary evidence (statement or certificate from the entity which awarded the contract, proof of payment) also detailing its value. If a candidate has implemented the project in a consortium, the percentage that the candidate has successfully completed must be clear from the documentary evidence, together with a description of the nature of the services provided if the selection criteria relating to the pertinence of the experience have been used.

Previous experience which caused breach of contract and termination by a contracting authority shall not be used as reference.

Capacity-providing entities:

An economic operator may, where appropriate and for a particular contract, rely on the capacity 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 to perform the contract by producing a commitment on the part of those entities to place 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 tender should include a separate document providing data on this third entity for the relevant selection criterion. Proof of capacity must be provided at the request of 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 works 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.

**APPLICATION AND TENDERING**

1. **Tender opening session**

**17.09.2021, 10:00h** at Municipality of Resen, Square Car Samoil no.20 , 7310 Resen, Republic of North Macedonia

1. **How applications may be submitted**

## Tenders must be sent to the contracting authority before the deadline specified in 10.3. They must include all the documents specified in point 11 of Instructions to tenderers and be sent to the following address:

***Municipality of Resen / Project Green Inter-e-Mobility*Square Car Samoil no 20, 7310 Resen, Republic of North Macedonia**

If the tenders are hand delivered they should be delivered to the following address:

***Municipality of Resen / Project Green Inter-e-Mobility*Square Car Samoil no 20 , 7310 Resen, Republic of North Macedonia**

**starting at 08: 00 till 14:00**

## All tenders, including annexes and all supporting documents, must be submitted in a sealed envelope bearing only:

## a) the above address;

## b) the reference code of this tender procedure, **GREEN INTER-E-MOBILITY – CN1-SO2.1-SC039 (09-1594/3)**;

## c) where applicable, the number of the lot(s) tendered for;

## d) the words ‘Not to be opened before the tender opening session’ in the language of the tender dossier and " Не отварај пред сесијата за отварање на тендерот".

## e) the name of the tenderer.

## The technical and financial offers must be placed together in a sealed envelope. The envelope should then be placed in another single sealed envelope/package, unless their volume requires a separate submission for each lot.

1. **Deadline for submission of applications**

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

In the first case, the application 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 application that will serve as proof.

**The deadline for submission of applications is 13.09.2021 at 14:00h.**

Any application sent to the contracting authority after this deadline will not be considered.

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

1. **Clarifications on the contract notice**

Clarifications may be sought from the contracting authority at the following email address resengreentransport@gmail.com , latest at **23.08.2021year**.

Clarifications will be published on the web portal of Municipality of Resen , latest at **02.09.2021 year.**

1. **Alteration or withdrawal of applications**

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

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with precedent item. The outer envelope (and the relevant inner envelope if used) must be marked ‘Alteration’ or ‘Withdrawal’ as appropriate.

1. **Language of the procedure**

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

**28. Legal basis**

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 and IPA II Programme.

**29. Additional information**

Financial data to be provided by the tenderer in the standard application form or the tenderer in the tender form must be expressed in EUR.

1. It is recommended to use registered mail in case the postmark would not be readable. [↑](#footnote-ref-1)