

CALL FOR TENDER N/o LA

regarding the purchase - Envelopes
through - open tender procedures

The procurement procedure is applied under the following normative act:

Law on procurement in the energy, water, transport and postal services sectors 74/2020

1. The contracting authority: State Enterprise „Poșta Moldovei”
2. IDNO: 1002600023242
3. Address: MD – 2012, Republic of Moldova, Chișinău, bd. Ștefan cel Mare și Sfânt 134
4. Telephone / fax number: +37322251213, +37322251233, fax +37322224290
5. E-mail and Internet address of the contracting authority: cancelaria@posta.md, www.posta.md
6. The e-mail or Internet address from which access to the assignment documentation can be obtained: *the assignment documentation is annexed to the procedure in SIA "RSAP", www.posta.md, www.app.gov.md*
7. Type of contracting authority and the main object of activity (if applicable, mention that the contracting authority is a central purchasing authority or that the acquisition involves another form of joint procurement): Sectoral activities in the field of postal services
State-owned enterprise in self-management, postal and financial services.
8. The buyer invites interested economic operators, who can meet their needs, to participate in the procurement procedure regarding the delivery of the following goods:

Nr. d/o	Code CPV	Name of goods / requested services	Unit of measurement	Quantity	The full technical specification required, Reference standards	Estimated value
1.	30199230-1	Envelopes	piece	3 023 500	According to Annex no. 1	1.041.666,67 lei

9. If the contract is divided into lots, an economic operator may submit the tender (it will be selected): not applicable.
 - For a single lot;
 - For several lots;
 - For all lots;
 - Other limitations on the number of lots that can be awarded to the same bidder _____.
10. Admission or prohibition of alternative offers: not applicable.
11. Delivery terms and conditions requested: at the request of the contracting authority, to the warehouse - the address of Chisinau municipality, 78 Aeroportului street, during 30 (thirty) working days, from the date of signing the orders.
 - Transportation costs will be borne by the bidder
12. The term of validity of the contract: 31.12.2022.
13. Purchase contract reserved for protected workshops or that it can be executed only in protected employment programs (as the case may be): not applicable.
14. The provision of the service is reserved to a certain profession under certain laws or regulations (as the case may be): not applicable
15. Brief description of the criteria regarding the eligibility of the economic operators that can determine their elimination and of the selection criteria; the minimum level (s) of the requirements imposed; the requested information is mentioned (DUAE, documentation):

Nr. d/o	Description of the criterion / requirement	Demonstration of the fulfillment of the criterion / requirement:	Minimum level / Obligatoriness
1	Offer	original - form (annex 2), completed in full, confirmed by electronic signature and stamp of the economic operator.	Obligatory
2	Technical specifications	completed in full according to Annex no. 22 to ord. MF no. 115 of 15.09.2021, confirmed by the electronic signature and the stamp of the economic operator.	Obligatory
3	Price specifications	completed in full according to Annex no. 23 to ord. MF no. 115 of 15.09.2021, confirmed by the electronic signature and the stamp of the economic operator.	Obligatory
4	Proof of registration of the legal person, following the legal provisions	extract from the State Register of legal entities - confirmed by the electronic signature and the stamp of the economic operator.	Obligatory
5	Certificate of attribution of the bank account	copy - issued by the account holder bank, confirmed by the electronic signature and stamp of the economic operator.	Obligatory
6	VAT assignment certificate	copy - confirmed by the electronic signature and stamp of the economic operator.	Obligatory
7	Schedule of goods delivery declaration	original - declaration confirmed by the electronic signature and the stamp of the economic operator.	Obligatory
8	Schedule of payment declaration	original - declaration confirmed by the electronic signature and the stamp of the economic operator.	Obligatory
9	Validity of the offer declaration	completed in full according to Annex no. 8 to ord. MF no. 115 of 15.09.2021, confirmed by the electronic signature and the stamp of the economic operator.	Obligatory
10	The declaration regarding the non-compliance with the situations provided in art. 16 paragraph (2) letter a) of Law no. 246/2017 on the state enterprise and the municipal enterprise	original - declaration confirmed by the electronic signature and the stamp of the economic operator.	Obligatory
11	Guaranty for tender – 1%	a) The offer will be accompanied by a Guarantee for the offer (issued by a commercial bank) according to annex no. 9 conf. ord. MF no. 115 of 15.09.2021. b) Guarantee for tender by transfer to the contracting authority's account according to the following bank details: Moldovan State Enterprise c/f: 1002600023242 Cod bancar MOLDMD2X334 IBAN: MD36ML00000000225183434 Cod TVA: 0200523 BC Moldindconbank SA suc. Ștefan cel Mare.	Obligatory
12	Note	Payment conditions: 30 days after receiving the goods.	Obligatory

16. Reason for resorting to the expedited procedure (in the case of open, restricted and negotiated tenders), as the case may be: not applicable.

17. Specific assignment techniques and tools (if applicable, specify whether the framework agreement, dynamic purchasing system or electronic auction will be used): The electronic tender will be in 3 rounds, with duration (according to the SIA RSAP Instruction), the minimum step being 1% of the estimated value, according to the statements in SIA RSAP. Minimum step 10416.67 lei without VAT.

18. Special conditions on which the performance of the contract depends (indicate by case): not applicable.

19. The evaluation criterion applied for the adjudgement of the contract: the best price.

20. Additional award criterion, if two or more bids are equivalent: maximum proposed payment term.

21. The factors of evaluation of the most economically advantageous offer, as well as their share: not applicable

Nr. d/o	Name of the evaluation factor	Share, %
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22. Deadline for submission / opening of tenders:

- until: [exact time] according to SIA "RSAP".
- on: [date] according to SIA "RSAP".

23. Address to which tenders or requests to participate must be submitted: Offers or requests to participate will be electronically submitted through SIA "RSAP".

24. The term of validity of the tenders: 60 days.

25. Place of opening of tenders: SIA "RSAP" - Delayed offers will be rejected.

26. Persons authorized to attend the opening of tenders: Tenderers or their representatives have the right to participate in the opening of tenders, unless the tenders have been submitted through SIA "RSAP".

27. The language or languages in which tenders or requests to participate must be drawn up: Romanian.

28. The respective contract refers to a project and / or program financed from EU funds: N/A

29. Name and address of the body responsible for settlement of claims:

The National Agency for Settlement of Claims (ANSC)

Address: Chisinau municipality, bd. Ștefan cel Mare și Sfânt no.124 (et.4), MD 2001;

Tel/Fax/email:022-820 652, 022 820-651, contestatii@ansc.md

30. Date (s) and reference (s) of previous publications in the Official Journal of the European Union regarding the contract (s) to which the notice relates (if applicable): not applicable.

31. In the case of periodic purchases, the estimated timetable for the publication of future announcements: not applicable.

32. Date of publication of the notice of intention or, as the case may be, the indication that no such notice has been published: 31.12.2021.

33. Date of transmission for publication of the participation notice: indicated in SIA RSAP.

34. In the procurement procedure it will be used / accepted:

Name of the electronic instrument	Will be used / accepted or not
electronic submission of tenders or requests to participate	yes
electronic control system	yes
electronic invoicing	yes
electronic payments	yes

35. The contract is subject to the Agreement on Government Procurement of the World Trade Organization (only in the case of announcements submitted for publication in the Official Journal of the European Union): is not covered by the Agreement on Government Procurement of the World Trade Organization, but the notice is sent for publication in the Official Journal of the European Union.

36. NUTS code of the main place of performance of the works, in the case of works, or NUTS code of the main place of supply or perform, in the case of goods and services (indicated for sectoral procurement): MD115

37. Information regarding the required guarantees: _____ seal

38. Other relevant information: missing.

Working Group Manager: Violeta COJOCARU

S.E. Posta Moldovei CEO: Roman COJUHARI

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UNOFFICIAL TRANSLATION

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Technical specifications regarding the envelopes to be purchased for S.E. „Poșta Moldovei”

Nr.	NAME	Unit	Quantity	Detailed Technical specification, standards for reference
1.	White envelope, C6 - 114*162;	piece	1 000 000	White envelope, 75gr/m2, adhesive band, C6 - 114*162, inside printing 1+0, barcode;
2.	White envelope, DL 110*220;	piece	1 150 000	White envelope, 75gr/m2, adhesive band, DL 110*220, inside printing 1+0, barcode;
3.	White envelope, C5 – 162*229;	piece	400 000	White envelope, 80gr/m2, adhesive band, C5 – 162*229, inside printing 1+0, barcode;
4.	White envelope, C4 – 229*324;	piece	350 000	White envelope, 90gr/m2, adhesive band, C4 – 229*324), inside printing 1+0, barcode;
5.	kraft envelope, C4 – 229*324;	piece	15 000	kraft envelope, 90gr/m2, adhesive band, C4 – 229*324, craft;
6.	kraft envelope, B4 – 229*324*40;	piece	75000	Kraft envelope, 90gr/m2, adhesive band, B4 – 229*324*40;
7.	White bubble envelope, 100*165, N11	piece	5 000	White bubble envelope, 100*165, N11, adhesive band
8.	White bubble envelope, 120*215, N12	piece	10 000	White bubble envelope, 120*215, N12, adhesive band
9.	White bubble envelope, 180*265, N14	piece	5 000	White bubble envelope, 180*265, N14, adhesive band
10.	White bubble envelope, 230*340, N16	piece	5 000	White bubble envelope, 230*340, N16, adhesive band
11.	White bubble envelope, 300*445, N19	piece	3 500	White bubble envelope, 300*445, N19, adhesive band
12.	White CD Bubble 200*175	piece	5 000	White CD Bubble 200*175, adhesive band



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