|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SECTION 2 PROCUREMENT DATASHEET (PDS) | | | | |
|  | | | | |
| General Provisions  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **No.** | **Description** | **Information on contracting authority/procedure organizer** | | | | 1.1. | Contracting authority/procedure organizer, IDNO: | ***Municipal Enterprise ‘Urban Bus Park’***  ***IDNO: 1004600054327*** | | | | 1.2. | Procurement object: | ***New buses*** | | | | 1.3. | Number and type of procurement procedure: | ***No.:* ocds-b3wdp1-MD-1546439177862**  ***Type of procurement procedure: open tender*** | | | | 1.4. | Type of procurement object: | ***Goods*** | | | | 1.5. | CPV Code: | ***34121100-2*** | | | | 1.6. | Number and date of public procurement Bulletin: | ***No.* ocds-b3wdp1-MD-1546439177862 *of 8 february 2018*** | | | | 1.7. | Source of budgetary allocation/public money and budgetary period: | ***Own sources*** | | | | 1.8. | Budget allocation manager: | ***Municipal Enterprise ‘Urban Bus Park’*** | | | | 1.9. | Payments/financial means of the development partner: | ***Not applicable*** | | | | 1.10. | Name of the buyer: | ***Municipal Enterprise ‘Urban Bus Park’*** | | | | 1.11. | Recipient of the goods: | ***Municipal Enterprise ‘Urban Bus Park’*** | | | | 1.12. | Communication language: | ***Official/state language*** | | | | 1.13. | For document of assignment clarification, address to the contracting authority: | *Address:* | ***51 Sarmizegetusa str.*** | | | *Tel:* | ***+37369497414*** | | | *Fax:* | ***+37322-55-60-30*** | | | *E-mail:* | [***secrierupetrea@gmail.com***](mailto:secrierupetrea@gmail.com) | | |  | |  | | 1.14. | Procurement contract for secured workshops |  | | | | 1.15. | Type of contract: | ***Sale and purchase*** | | | | 1.16. | Special conditions for contract implementation**:** | ***All buses should be of the same make, model and have same technical characteristics*** | | | | | | | |
| List of goods and technical specifications: | | | | |
| **No.** | **CPV code** | **Description of new goods** | **Unit of measurement** | **Quantity** |
| 1 | 34121100-2 | New buses | Piece | 31 |

* 1. **Technical specifications requested:**

|  |  |  |
| --- | --- | --- |
| No. | **Title of article** | **Requirements** |
| 1 | **General characteristics** | |
| 1.1 | Year of manufacture | New buses |
| 1.2 | Category of vehicle | Urban and sub-urban route bus to transport passengers at temperatures ranging from - 35 ° C to + 45 ° C |
| 1.3 | Eco class | EURO 6 |
| 1.4 | Nominal capacity, passengers | 90-115 |
| 1.5 | Seating capacity | 21-32 |
| 1.6 | Gradient capacity of the bus with maximum admissible load, not less than | 25% |
| 1.7 | Turning radius, not more than | 12.5 m |
| 1.8 | Axle | Rear |
| 1.9 | Wheel base | 4x2 |
| 1.10 | Tires | Tubeless |
| 1.11 | Size:  - length, mm  - width, mm  - height, mm | maximum 12 200  maximum 2550  maximum 3300 |
| 1.12 | Ground clearance, mm | Not shorter than 130 |
| 1.13 | Floor drop, mm | Maximum 340 |
| 1.14 | Floor level | Lower floor along the total length of the bus |
| 2 | **Body of the bus** | |
| 2.1 | Type | The body of the bus with anticorrosive treatment and an anticorrosive warranty of at least 3 years, the compartments should be welded together, to ensure the durability and stiffness of the bus, lined with steel sheet,  with a base in the form of a lattice structure. |
| 2.2 | Number of doors | Not less than three doors with two hinges |
| 2.3 | Flooring | Resistant to wear and putrefaction |
| 2.4 | Floor cover | Waterproof made of Grabiol or similar non-skid material, resistant to friction. The cover should be under the seat-fixing element. |
| 2.5 | Inside the bus | It must be equipped with a sufficient number of bars for the maximum safe transport of passengers, with inside surveillance cameras, endowed with audio-video information equipment for passengers, at least two LCD monitors connected to a DVD player, mechanical folding ramp for people with reduced mobility. The bus will be endowed inside and outside, with ramp signalling button, as well as on-board signaling for the driver of the vehicle. The possibility of connecting the passenger counting equipment with the GPS. |
| 2.6 | Passenger seats | Anti-vandal, half-rigid with anti-trauma handles. |
| 2.7 | Ventilation and heating: | Air conditioning system with a minimum power of 38KW.  At least 2 vents in the roof of the bus.  At least 4 ventilation windows.  Driver's cab heating – autonomous heating (preheater with a minimum power of at least 24 KW). |
| 2.8 | Driver’s seat | The bus cabin – separated by passengers through a partition wall and a separate entrance, with ventilation through the side window. Driver seat - pneumatic suspension with height adjustment of the seat cushion, longitudinal position to the seat-back angle. Multi-layered, anti-glare/blinding windscreen. |
| 2.9 | Exterior rear-view windows | With heating and electric drive, covered with an anti dazzling light screen. |
| 2.10 | Information system | Electronic on-board information system (front, side, rear, inside), microphone and speakers. |
| 2.11 | Tow bar | The bus should be equipped with a tow bar |
| **3** | **Technical characteristics** |  |
| **3.1** | Engine | Four-stroke turbocharged diesel engine. |
| 3.2 | Cooling system | Closed type circulation liquid system |
| 3.3 | Power of engine, kW | Min. 190 kW  Max. 230 kW |
| 3.4 | Gear | 6-speed automatic transmission with retarder. |
| 3.5 | Front bridge | Dependent or independent |
| 3.6 | Rear bridge | Crankshaft rear axle reducer carter type |
| 3.7 | Front suspension | Dependent, with two pneumatic elements, two hydraulic amortization, and air regulator |
| 3.8 | Back suspension | Dependent, with four pneumatic elements, four hydraulic amortization, and air regulator |
| 3.9 | Steering wheel | Integral, steering can be regulated, anti-traumatic. |
| 3.10 | Break system | Pneumatic, front and rear discs with separate front and rear jaws, ABS, ASR, EBS systems. Parking braking system with the provision of maximum load parking for an infinite amount of time. |
| 3.11 | Electric equipment | Batteries – 2x240Ah |
| 3.12 | Additional requirements | The presence of the spare wheel, jack, anti-skid support under wheels, two extinguishers min. 6 kg (including one in the driver's cab and one in the bus saloon); operating, maintenance and repair manuals, parking sensors, rear view camera, rear-running alarm, digital clock mounted in the bus lounge, the spare parts catalog for all components of the bus, computer diagnostics of buses including cables and necessary software. The ability to diagnose bus aggregates and its systems (OBD connector). |

## Qualification criteria and requirements

**The Bidder shall include the following documents/requirements:**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | ***Title of document/requirements*** | ***Proof of meeting the requirements:*** | ***Obl.***  ***Yes /No*** |
| **3.1.** | Recent excerpt (maximum 3 months) from the State Registry of Legal Entities, State Register of Organizations regarding the administrator of the enterprise) | Copy – confirmed by signature and stamp of the Participant | ***Yes*** |
| **3.2.** | Certificate on presence of bank account | Original – issued by the bank | ***Yes*** |
| **3.3.** | Certificate of systemic payment of taxes, contributions | Original – issued by the Tax Inspectorate | ***Yes*** |
| **3.4.** | Financial report for the last 3 years | Copy – confirmed by signature and stamp of the Participant | ***Yes*** |
| **3.4.1** | Turnover for the last year, including in partnership with the manufacturer | Not less than 2 mln. € confirmed in the financial report of the last year | ***Yes*** |
| **3.4.2** | Current rate of liquidity at least 100% | It shall be presented, in a separate document, in the original and confirmed by the Participant's stamp and signature | ***Yes*** |
| **3.5** | Certificate of conformity | Or another similar certificate that confirms the quality of buses – copy – of original, confirmed by stamp and signature of the Participant | ***Yes*** |
| **3.6** | Certificate of Official Dealer with copies of similar contracts for the last 3 years | Copy – confirmed by signature and stamp of the Participant | ***Yes*** |
| **3.7** | Bid form | Original – F3.1 Form confirmed by signature and stamp of the Participant | ***Yes*** |
| **3.8** | Bid guarantee – bank guarantee template | Original – bank guarantee form F3.2 confirmed by signature and stamp of the Participant or original form of issuing bank | ***Yes*** |
| **3.9** | Information form about the Bidder | Original – F3.3 form confirmed by signature and stamp of the Participant | ***Yes*** |
| **3.10** | Declaration on ethical behavior and non-involvement in fraudulent and corruption practices | Original – F3.4 form confirmed by signature and stamp of the Participant | ***Yes*** |
| **3.11** | Declaration on personal situation of the company | Original – F3.5 form confirmed by signature and stamp of the Participant | ***Yes*** |
| **3.12** | Guarantee of good execution | Original – F3.6 form confirmed by signature and stamp of the Participant shall be submitted only by the winning Bidder | ***Yes*** |
| **3.13** | Delegation of empowerment of company representative | Original - confirmed by signature and stamp of the Participant. | ***Yes*** |
| **3.14** | Technical specifications | F4.1 | ***Yes*** |
| **3.15** | Price specifications | F4.2 | ***Yes*** |
| **3.16** | Certificate on petrol consumption | Copy - confirmed by signature and stamp of the Participant provided by the manufacturing plant and that is in compliance with the specifications mentioned in para. 6.3 “Evaluation factors” | ***Yes*** |
| **3.17** | Warranty certificate for buses | Copy - confirmed by Participant's signature and stamp |  |

## Preparation of bids

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 4.1. | Alternative bids: | ***Shall not be accepted*** | | |
| 4.2. | Bid guarantee: | * 1. *The bid shall be accompanied by a Bid Guarantee (issued by a commercial bank) according to Form F3.2, Section 3*   2. *– template for bid submission*   *or*  *– original form of issuing bank*   * 1. *Bid Guarantee via payment into the contracting authorities account, according to the following bank details:*   ***For MDL transfers***  *Beneficiary: Municipal Enterprise ‘Urban Bus Park’*  *Bank details: MOLDMD2X308, BC „Moldindconbank” SA, fil. Dacia, Chisinau*  *Tax Code: 1004600054327*  *Bank account: MD17ML000000002251308233*  *VAT Code: 0300138*  *for* ***USD transfers***  *Correspondent bank: BTRLRO22XXX, Banca Transilvania SA,*  *Cluj-Napoca, Romania.*  *Account with correspondent bank: RO41BTRLUSDLORO000886101*  *Beneficiary bank: MOLDMD2X*  *Beneficiary customer: MD17ML000000002251308233*  *Municipal Enterprise ‘Urban Bus Park’*  ***For Euro transfers***  *Correspondent bank: BYLADEMMXXX*  *Bayerische Landesbank, Muenchen, Germany*  *Account with correspondent bank: 04664866*  *Beneficiary bank: MOLDMD2X*  *Beneficiary customer: MD17ML000000002251308233*  *Municipal Enterprise ‘Urban Bus Park’* | | |
| 4.3. | The guarantee for the Bid will have the following value: | ***1 % of bid value excluding VAT.*** | | |
| 4.4. | Applicable edition of Incoterms and commercial terms accepted will be: | ***Incoterms 2013, DAP (Delivered at Place of contracting authority)*** | | |
| 4.5. | Delivery term: | ***31units within 120 days after signing the contract*** | | |
| 4.6. | Goods delivery place: | ***Municipal Enterprise ‘Urban Bus Park’, str. Sarmizegetusa, 51*** | | |
| 4.7. | Method and payment conditions will be: | ***It will be paid fully each batch of buses delivered, within 30 days after signing the handing over of each batch.*** | | |
| 4.8. | Validity period of the Bid: | ***30 days*** | | |
| 4.9. | Bids in foreign currency: | ***Accepted*** | | |
| 4.10 | The warranty term for buses | ***Minimum 24 months*** | | |
| Submission and opening the bids | | | | |
| 5.1. | Place / Modalities for submitting bids are: | ***Electronic via achizitii.md platform*** | | |
| 5.2. | The deadline for submission of bids is: |  | |  |
|  | |  |
| ***According to the information in the electronic procurement system*** | | |
|  | |  |
|  | | |
|  | |  |
| 5.3. | Persons authorized to assist in the opening of tenders (except when bids were submitted via SIA RSAP) |  | ***The bidders or their representatives are entitled to participate in the opening of tenders, except when the bids have been submitted through the SIA RSAP*** | |
| Bid evaluation and comparison | | | | |
|  | | | | |
| 6.1. | Prices of bids submitted in different currencies will be converted in: | ***MDL*** | | |
| Source of exchange rate during conversion: | ***NBM*** | | |
| Date of applicable exchange rate: | ***Day of tendering*** | | |
| 6.2. | Evaluation procedure: | ***The evaluation will be done for the entire list*** | | |
| 6.3. | The evaluation factors will include:  (**fuel consumption l/100km shall be measured at a constant speed of 50 km/h without load**) | ***Evaluation factors:***   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **No.** | **Evaluation factors** | **Maximum score allocated** | **Evaluation methodology** | **Reference score** | | 1 | Bid price | 60 | Bid with the lowest price | 60 | | Bid with another price | (lowest price /  Bid price) x  Maximum score | | 2 | Fuel consumption | 15 | Bid with the lowest consumption | 15 | | Bid with other consumption | (lowest consumption x maximum score) /  Offered consumption | | 3 | Guarantee period | 10 | >24 months | 10 | | ≥12≤24 months | (lower/higher guarantee) x maximum score | | 4 | Engine power | 15 | Maximum engine power offered according to the point 3.3 “2.4 Full required technical specification” | 15 | | Offer with another power | (Lower power / higher power) x Maximum score) | | | |
| Contract award | | | | |
| 7.1. | Evaluation criteria applied for contract award: | **Evaluation criteria: on the entire list of evaluation criteria** | | |
| 7.2. | Amount of Guarantee of good execution (shall be set as per cent from the awarded contract price): | ***1%, valid until integral delivery of goods*** | | |
| 7.3. | Guarantee of good execution: | ***[form of guarantee of good execution]***   1. *Guarantee of good execution (issued by a commercial bank) according to F3.6 template or* 2. *Guarantee of good execution by transfer into the account of contracting authority, according to the following bank details:*   *Payment Beneficiary: Municipal Enterprise ‘Urban Bus Park’*  *Bank details: MOLDMD2X308, BC „Moldindconbank” SA, fil. Dacia, Chisinau*  *Tax Code: 1004600054327*  *Bank account: MD17ML000000002251308233*  *VAT Code: 0300138*  ***For USD transfer***  *Correspondent bank: BTRLRO22XXX, Banca Transilvania SA,*  *Cluj-Napoca, Romania.*  *Account with correspondent bank: RO41BTRLUSDLORO000886101*  *Beneficiary bank: MOLDMD2X*  *Beneficiary customer: MD17ML000000002251308233*  *Municipal Enterprise ‘Urban Bus Park’*  ***For Euro transfer***  *Correspondent bank: BYLADEMMXXX*  *Bayerische Landesbank, Muenchen, Germany*  *Account with correspondent bank: 04664866*  *Beneficiary bank: MOLDMD2X*  *Beneficiary customer: MD17ML000000002251308233*  *Municipal Enterprise ‘Urban Bus Park’*  *With the remark “Guarantee of good execution” or “For guarantee of good execution in public tender No.* | | |
| 7.4. | Form of legal organization of the association of companies who won the contract | ***Not applicable*** | | |
| 7.5. | Minimum number of days to sign and submit the contract to the contracting authority: | **11 days after the date of submitting the communication on the result of award procedure** | | |

**The content of this procurement datasheet shall be identical with the procedure data within the Automated Information System State Registry of Public Procurement. The Procurement Working Group confirms the correctness of the procurement datasheet content, and shall be liable in accordance with the legislation in force.**

|  |  |
| --- | --- |
| SECTION 3 BID TEMPLATE | |
| The following tables and forms shall be filled in by the Bidder and included in the bid. | |
|  | |
| **Form** | **Title** |
| F3.1 | Bid template |
| F3.2 | Guarantee of bid – form of bank guarantee |
| F3.3 | Bidder Information Form |
| F3.4 | Declaration on ethical conduct and non-involvement in fraudulent and corruption practices |
| F3.5 | Declaration of personal situation of the company |
| F3.6 | Guarantee of good execution |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Bid template (F3.1) | | | | |
| *[The Bidder shall fill in this template in accordance with the instruction provided below. No amendments to the template shall be allowed, and no replacement of text.]*  Date of submission: “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_  Tender No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Invitation to tender No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Alternative No.: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [full name of the contracting authority]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ declares that:  [name of Bidder]   1. The documents were considered and there are no reserves about the documents including amendments No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   [introduce the number and date of each amendment, if any]   1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ shall provide,   [Bidder name]  in accordance with the award documents and conditions stipulated in the technical specifications and price, the following goods \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  [provide brief description of goods]   1. Total amount of bid excluding VAT:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  [provide the price by batches (if necessary) and the total bid value in letters and figures indicating all amounts and respective currencies]   1. Total amount of bid including VAT is:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  [provide the price by batches (if necessary) and the total bid value in letters and figures indicating all amounts and respective currencies]   1. This bid will be valid until the period specified in **PDS4.8.**, starting with the deadline for submitting the bid, in accordance with **PDS5.2.**, and shall be mandatory and accepted at any moment before the expiry of this period; 2. If this bid is accepted, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   [name of Bidder]  Shall commit to obtain a guarantee of good execution in accordance with **PDS7** for proper implementation of public procurement contract.   1. We are in no conflict of interest, in accordance with **IPO5.4**. 2. Signing company, its offices and branches, including each partners or sub-contractor shall not be declared ineligible based on the provisions of the legislation in force or regulations with impact on public procurement, in accordance with **IPO5.5**.   Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ STAMP  [signature of person authorized to sign the bid]  Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  As: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [official position of the person who signs the bid template]  Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_ | | | | |
| Bank guarantee (F3.2) | | | | |
| *[The issuing bank will fill in this guarantee form in accordance with the instructions mentioned below. The Bank guarantee will be printed on the letterhead paper of the bank, on protected special paper.]*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [Name of the bank and address of the office or issuing branch]  **Beneficiary:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [name and address of contracting authority]  **Date:** “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_  **BID GUARANTEE No.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was informed that  [name of the bank]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as Bidder  [name of Bidder]  Shall submit the bid to you on the date of “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_ (hereinafter referred to as ‘bid’) for the delivery of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [object of procurement]  according to the invitation to tendering No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of ‘\_\_\_’ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_.  At the request of the Bidder, we \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,hereby,  [name of the bank]  commit to pay you irrevocably any amount or the amount that does not exceed the total of:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)  [amount in figures] ([in letters])  when we receive your first written request accompanied by a declaration specifying that the Bidder violates one or more obligations regarding the bid, and namely:   * 1. withdrew his/her bid during the validity of the bid or amended the bid after the expiry of the deadline for bids submission; or   2. being announced by the contracting authority, during the bid validity period, about contract award: (i) fails or refuses to sign the contract; or (ii) fails or refuses to present the guarantee of good execution, if it is required by the tender conditions or failed to fulfill a condition specified in the award documents before signing the procurement contract.   This guarantee will expire when the Bidder becomes a winning Bidder, when we receive a copy of notification of contract award and after issuing the Guarantee of good execution to you at the request of the Bidder.  This guarantee shall be valid until the date of “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_.  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  [authorized signature of the bank] | | | | |
| Bidder Information Form (F3.3) | | | | |
| *[The Bidder will fill in this form in accordance with the instructions below. No amendments to the template or replacements are permitted to its text.]*  Date: “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_  Tender No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_ | | | | |
| * + - 1. **Individual Bidders** | | | | |
|  | **General data** | | | |
| 1.1. | Legal name of Bidder | |  | |
| 1.2. | Legal address of Bidder in the country of registration | |  | |
| 1.3. | Legal status of Bidder | |  | |
|  | * *Property* | |  | |
|  | * *Legal form of organization* | |  | |
|  | * *Other* | |  | |
| 1.4. | Bidder’s year of registration | |  | |
| 1.5. | Business status of the Bidder | |  | |
|  | * *Local agent/distributor of foreign producer* | |  | |
|  | * *Intermediary* | |  | |
|  | * *Warehouse* | |  | |
|  | * *Other* | |  | |
| 1.6. | Information on authorized representative of the Bidder | |  | |
|  | * *Name* | |  | |
|  | * *Place of work and position* | |  | |
|  | * *Address* | |  | |
|  | * *Telephone / Fax* | |  | |
|  | * *E-mail* | |  | |
| 1.7. | VAT registration number | |  | |
| 1.8. | Identification number of the Bidder for income tax (for foreign Bidders) | |  | |
| 1.9. | The Bidder will enclose the copies of the following documents: | | *In accordance with* ***PDS3****.* | |
|  | **Information on qualification** | | | |
| 2.1. | Number of years of general experience of the Bidder in delivering goods | |  | |
| 2.2. | Number of years of specific experience of the Bidder in delivering similar goods | | *[indicate ‘Not applicable’, if this information is not required]* | |
| 2.3. | Monetary value of similar goods delivered | | *[indicate the value or ‘Not applicable’, if this information is not required]* | |
| 2.4. | Availability of financial resources (liquid money or circulating capital or crediting resources, bank statement, etc.). List and enclose copies of justifying documents | | *[indicate ‘Not applicable’, if this information is not required]* | |
| 2.5. | Details on the production capacity/available equipment | | *[indicate ‘Not applicable’, if this information is not required]* | |
|  | **Financial information** | | | |
| 3.1. | Financial reports or excerpts from financial statement or profit/loss declaration or audit report for the last year of activity. List and enclose copies: | | | |
|  | *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | | |
| 3.2. | Name, address, telephone, telex and fax numbers of the banks that can provide description of the Bidder if contacted by the contracting authority: | | | |
|  | *Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | | |
| 3.3. | Information on litigations when the Bidder is or was involved: | | | |
|  | 1. Any process during the last 3 years: | | | |
|  |  | Cause of litigation | | Result or sentence and amount involved |
|  |  |  | |  |
|  |  |  | |  |
|  | 1. Current processes, during current fiscal year: | | | |
|  |  | Cause of litigation | | Current situation of the process |
|  |  |  | |  |
|  |  |  | |  |
| *Note: Other requirements and details may be added by the contracting authority, depending on the case* | | | | |
|  | | | | |
|  | | | | |
|  | | | | |
|  | | | | |
| * + - 1. **Individual partners of the Association** | | | | |
| 4.1. | Each partner of the Association shall submit all requested information in the above template in chapters 1-3. | | | |
| 4.1. | Enclose letter of attorney/authorization for each authorized signatory of the bid in the name of the association. | | | |
| 4.1. | Enclose the agreement signed between all partners of the Association (which will have a mandatory legal character for all partners). | | | |
| *Note: Other requirements and details may be added by the contracting authority, depending on the case* | | | | |

|  |
| --- |
| Declaration on ethical conduct and non-involvement in fraudulent and corruptive practices (F3.4) |
| *[The Bidder shall sign and include this declaration in the submitted bid. The signed declaration shall be included in the contracts of winning Bidders. No amendments to the template or replacements are permitted to its text.]*  Date: “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_  Tender No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ confirm hereby that:  [name of Bidder]   1. No employee, business partner, agency, shareholder, consultant, partner or relatives or their associates are in relations that can be considered as conflict of interest according to the provisions of the award documents. 2. If a potential conflict of interest is discovered, we will report immediately the respective information to the contracting authority. 3. No employee, business partner, agency, shareholder, consultant, partner or relative or their associate was involved in corruption, fraud, collusion or other anti-competition practices during the preparation of bid according to the provisions of the award documents and para IPO10. 4. According to the respective tender procedure and based on any contract that eventually will be awarded as a result of it, no payments were or will be made to the employees, business partners, agents, shareholders, consultants, partners or their relatives that refer to the public procurement, implementation of the contract and approval of contractual payments on behalf of contracting authority.   Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Position within the company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ STAMP |

|  |
| --- |
| **DECLARATION**  **on personal situation of the company (F3.5)**  *company*  *................................*  *(Name)*  The undersigned, .............. authorized representative of the ......................... *(name of the company*) as Bidder/associated Bidder, I declare on my own responsibility, under the sanction of being excluded from public procurement procedure and under the sanctions applicable to falsifying public documents that I am not in any of the situation foreseen in art. 18 of Law on public procurement No. 131 of 03.07.2015, respectively in the last 5 years I have not been convicted by final decision of a court to participate in activities of a criminal organization, for corruption, fraud and/or money laundering.  I, the undersigned, declare that all information provided is complete and correct in every detail and I understand that the contracting authority has the right to request in order to check and confirm the declarations, any evidence I have.  The undersigned, ................................. authorized representative of the ......................... *(name of the company*) as Bidder/associated Bidder of the procedure................. *(mention the procedure)* to award the public procurement contract having the object....................... *(name of product),* CPV code............., on the date ................ (date/month/year), organized by ............ *(name of contracting authority),* declare on my own responsibility that:   1. I am not in a bankruptcy procedure as a result of a court decision; 2. I have met my obligations to pay taxes, fees and social insurance contributions; 3. I was not convicted in the last 3 years by final decision of a court for an act that violated the professional ethics or for committing a professional error; 4. All information and documents submitted for procurement procedure mentioned above are true and genuine; 5. We are not included in the List of Interdicted Companies.   I, the undersigned, declare that all the information provided to prove the eligibility and selection criteria are full and correct in each detail and I understand that the contracting authority has the right to ask for any other evidence I have to verify and confirm my declarations.  I understand that if this declaration is not in accordance with the reality, I will be responsible for the violation of criminal law provisions regarding false declarations.  Date:...............................  Company,  .................................  *Signature*  *STAMP* Guarantee of good execution (F3.6) |
| *[The commercial bank, at the request of the winning Bidder, shall fill in this form on letterhead paper in accordance with the instructions below.]*  Date: “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_  Tender No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Bank office**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *[introduce full name of the guarantor]*  **Beneficiary**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *[introduce full name of contracting authority]*  **GUARANTEE OF GOOD EXECUTION**  **No.** *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  We, *[introduce the legal name and bank address],* have been informed that the company *[introduce full name of supplier]* (hereinafter referred to as supplier) was awarded the public procurement contract to deliver\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [*object of procurement, describe goods*] according to the invitation to tender No. of \_\_\_\_\_\_\_\_\_. 201\_ [*number and date of tender*] (hereinafter referred as Contract).  Hence, we understand that the supplier shall submit a guarantee of good execution in accordance with the provisions of the awarding documents.  Based on the request of the supplier, we hereby, commit irrevocably to pay any amount that does not exceed *[introduce the amounts in figures and letters]* when the written request is submitted by you, where you declare that the supplier does not fulfill one or more commitments according to the Contract, without discussions or clarity and without the need to demonstrate or justify the grounds or reasons for your application or the amount mentioned in it.  This guarantee shall expire not later than *[introduce the number]* from the date of *[introduce month]* *[introduce year]*,*[[1]](#footnote-1)* and any other payment order shall be received by our office before this date, including.  *[signatures of authorized representatives of the bank and the supplier]* |

## 

|  |  |
| --- | --- |
| SECTION 4 TECHNICAL REQUIREMENTS | |
| The following tables and forms shall be filled in by the Bidder and included in the bid. In case of the discrepancy or another conflict with the IPO text, the previsions from below shall prevail over the IPO provisions. | |
|  | |
| **Form** | **Title** |
| F4.1 | Technical specifications |
| F4.2 | Price specifications |
|  | |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Technical specifications (F4.1) | | | | | | | | | |
|  | |  | | --- | | *[This table will be filled in by the Bidder in columns 3, 4, 5, 7, and by the contracting authority – in columns 1, 2, 6, 8]* | | | | | | | | | | |
| No. of tender: |  | | | | | Date: „\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_ | | | Alternative No.: \_\_\_\_\_\_\_\_\_\_\_ | |
| Name of tender: |  | | | | | Batch: \_\_\_\_\_\_\_\_\_\_\_ | | | Page: \_\_of \_\_ | |
|  |  | | | | | |  | | | |
| **CPV Cod** | **Name of goods** | **Model** | **Country of origin** | **manufacturer** | **Full technical specification requested by contracting authority** | | | **Full technical specification proposed by Bidder** | | **Standard of reference** | |
| 1 | 2 | 3 | 4 | 5 | 6 | | | 7 | | 8 | |
|  | **Goods:** |  |  |  |  | | |  | |  | |
| 34121100-2 | **New buses** |  |  |  | According to p. **2.1 Full technical specification** | | |  | | Euro 6 | |
|  | | | | | | | | | | | |
| Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name, Surname:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ As: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Price specifications (F4.2) | | | | | | | | | | *[This table will be filled in by the Bidder in columns 5,6,7 and contracting authority – in columns 1,2,3,4]* | | | | | | | | | | Number of tender: | | | | Date: „\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_ | | | Alternative No.: \_\_\_\_\_\_\_\_\_\_\_ | | | | Name of tender: | | | | Batch: \_\_\_\_\_\_\_\_\_\_\_ | | | Page: \_\_of \_\_ | | | |  | | | | | | | |  | | | **CPV Code** | **Name of goods** | **Measurement unit** | **Quantity** | | **Price per unit (excluding VAT)** | **Total amount excluding VAT** | | **Time of delivery** | | | 1 | 2 | 3 | 4 | | 5 | 6 | | 7 | | |  | **Goods:** |  |  | |  |  | |  | | | 34121100-2 | Buses | Pieces | 31 buses | |  |  | |  | | | Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name, Surname:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ As: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |  | | | | | | | | | | | |

1. *The contracting authority shall take into account the situations when due to an extension of execution period of the contract, the contracting authority will ask for an extension of this bank guarantee. Such guarantee will be drafted in written and should be submitted before the expiry of the date of the guarantee. In the process of preparing this guarantee, the contracting authority could consider adding the following text in the form at the end of the last but one paragraph: We agree to one extension only of this guarantee for a period that does not exceed [six months] [one year], as an answer to the written application of the contracting authority for such extension, and such extension shall be submitted before the expiry of this guarantee’.* [↑](#footnote-ref-1)