
SUPPLY PROCUREMENT NOTICE

Supply of RF Semi-Anechoic Chamber and EMC Test Equipment

Location – Serbia (SR)

1. Publication reference

07SER01/13/51/01-3

2. Procedure

Open

3. Programme

IPA

4. Financing

EU

5. Contracting authority

Institut “Mihajlo Pupin”, Volgina 15, 11060 Belgrade, Serbia

CONTRACT SPECIFICATIONS

6. Description of the contract

The subject matter of the contract is procurement, delivery and installation of RF semi-anechoic chamber and EMC test equipment. The main objective is to equip the EMC Test Facility and thus create the opportunity for product testing according to the requirements of the EU EMC Directive within the ICT Network industry cluster, and for Serbian industry in general.

7. Number and titles of lots

LOT 1: Semi-Anechoic Chamber

LOT 2: EMC Test Equipment

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). 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 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 of:

- **For LOT 1: 4,000 (four thousand) Euros**
- **For LOT 2: 4,000 (four thousand) Euros**

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 **5%** 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

An optional information meeting open to all tenderers will be held on 25th October 2011 at 11:00 CET at the premises of the Institut "Mihajlo Pupin", Volgina 15, Belgrade, Serbia. The deadline for requesting and confirming participation shall be on 24th October 2011 at 16:00 CET. A written request to attend the meeting shall be sent to Ms. Ivana Djokic at: ivana.djokic@pupin.rs

All costs of attending the information meeting will be borne by the tenderer.

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 LOT 1: 9 (nine) months for delivery, installation, and provisional acceptance.

For LOT 2: 9 (nine) months for delivery, installation, and provisional acceptance.

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 annual turnover of the tenderer for the years 2008, 2009 and 2010 must be at least 2 (two) times of the submitted financial proposal.
 - (b) The tenderer's turnover for the last year (2010) shall be equal to or higher than 500,000 Euros.
 - (c) Cash and cash equivalents of the tenderer at the end of years 2008, 2009 and 2010 are positive.
- 2) **Professional capacity of tenderer** (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)
 - (a) The tenderer must be a company existing for at least three years.
 - (b) At least 4 (four) permanent staff currently work for the tenderer in fields 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) The tenderer is requested to indicate relevant specialization in the field of installation of EMC semi-anechoic chambers for Lot 1 and supply of electric measurement instrumentation and/or EMC testing instrumentation for Lot 2.

(b) The tenderer is requested to indicate successful implementation of at least three contracts of similar nature during the last three years before the deadline for submission of tenders. These references shall be more specifically:

- for Lot 1: supply and installation of semi-anechoic chamber with a budget for each contract of at least 250,000 Euros;

- for Lot 2: supply of equipment for electrical tests and measurements comparable to the lot technical specification, with a budget for each contract of at least 100,000 Euros.

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 address:

<http://www.pupin.rs/en/emc-tender>

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:

Institut "Mihajlo Pupin"
Project EMC Serbia, Office No. 35
Mr. Nikola Nenadic
e-mail: nikola.nenadic@pupin.rs
Fax: +381.(0)11.2776.583
Volgina 15, 11060 Belgrade, Serbia

(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 Contracting Authority website at:

<http://www.pupin.rs/en/emc-tender>

19. Deadline for submission of tenders

Deadline for submission of tenders is **15th December 2011** at 10:00 hours CET, at the following location:

Institut "Mihajlo Pupin"
Project EMC Serbia, Office No. 35
Volgina 15, 11060 Belgrade, Serbia

Any tender received after this deadline will not be considered.

20. Tender opening session

Tender opening session will be held on **15th December 2011** at 11:00 hours CET, at the address indicated under point 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) N° 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA).