**SUPPLY CONTRACT NOTICE**

**Contract title: Procurement of the laboratory equipment with reagents and accessories for project: BEST WASTEWATER  
Location – Novi Sad**/Autonomous Province of Vojvodina/Republic of Serbia

**1. Reference**

TD02-HUSRB/23R/12/047-5.1

**2. Procedure**

Simplified tender

**3. Programme title**

INTERREG IPA Cross-border Cooperation Programme Hungary-Serbia

**4. Financing**

Financing agreement

**5. Contracting authority**

The Provincial Secretariat for Urban Planning and Environmental Protection

Bulevar Mihajla Pupina, 16, 21101 Novi Sad, Republic of Serbia

**CONTRACT SPECIFICATION**

**6. Nature of contract**

Unit-price

**7. Contract description**

The Provincial Secretariat for Urban Planning and Environmental Protection is currently implementing a project titled “Wastewater treatment cross-border cooperation by Tisa river”, Acronym: BEST WASTEWATER, Reference number: HUSRB/23R/12/047 in the framework INTERREG IPA Cross-border Cooperation Programme Hungary-Serbia.

For the purpose of ensuring proper project implementation, the Procurement of laboratory equipment with reagents and accessories for project: BEST WASTEWATER will be completed under this contract.

**8. Number and titles of lots**

**N/a**

**CONDITIONS OF PARTICIPATION**

**10. Legal basis, eligibility and rules of origin**

The legal basis of this procedure is Regulation (EU) No [1529] establishing the Instrument for Pre-accession Assistance (IPA III).

***Rule of Nationality:*** participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping) who are effectively established in a Member State of the European Union or in an eligible country or territory as defined under Article 11 of Regulation (EU) No [2021/1529] establishing the Instrument for Pre-accession Assistance (IPA III).

Participation in the award of procurement contracts, grants and other award procedures for actions financed under the for IPA III shall be open to international and regional organisations and to all other legal entities who are nationals of and, in the case of legal persons, who are also effectively established in, the following countries or territories:

a) EU Member States

b) Beneficiaries listed in the Annex I of the IPA III

c) European Economic Area

d) Neighbourhoodpartner countries and territoriescovered by NDICI (annex I of NDICI)

e) Countries for which Commission has adopted a decision approving the request for reciprocal access to external assistance. Currently there are no such countries.

f) Where an agreement on widening the market for procurement of goods or services to which the Union is party applies, the procurement procedures for contracts financed by the budget shall also be open to natural and legal persons established in a third country other than those specified in the basic instruments governing the cooperation sector concerned, under the conditions laid down in that agreement.

**11. Number of tenders**

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

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.

**12. Grounds for exclusion**

As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.6.10.1. of the practical guide.

Tenderer 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.

**13. Sub-contracting**

Subcontracting is allowed.

**PROVISIONAL TIMETABLE**

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

11/11/2024

**15. Implementation period of the tasks**

Two months.

**SELECTION AND AWARD CRITERIA**

**16. Selection criteria**

Capacity-providing entities

An economic operator (i.e. candidate or tenderer) may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links it has with them. If the economic operator relies on other entities, it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment by 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 relying on them and must comply with the selection criteria for which the economic operator relies on them. **Furthermore, the data for this third entity for the relevant selection criterion should be included in a separate document**. Proof of the capacity will also have to be provided when requested by the contracting authority.

With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the tasks for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the economic operator relies, become jointly and severally liable for the performance of the contract.

The following selection criteria will be applied to the tenderers. In the case of tenders 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 tenderers are as follows:

1. **Economic and financial capacity** **(**based on item 3 of the request to participate form, or on 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 for the years 2023, 2022 and 2021 must exceed/be equal to the budget of the Tenderer’s financial offer.

**2)** **Professional capacity** (based on items 4 and 5 of the request to participate form for service contracts and on items 4 and 5 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.

* At least three staff (full-time or engaged) currently work for the tenderer (in fields related to this contract;

**3) Technical capacity** (based on items 5 and 6 of the request to participate form for service contracts and on items 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 from submission deadline.

• The candidate has provided goods/equipment’s under a minimum of one, up to a maximum of three contracts with a cumulated budget of at least that of this contract in the fields related to this contract which were implemented at any moment during the reference period: 3 years from the submission deadline

This means that the contracts the tenderer 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. Tenderers are allowed to refer either to supply contracts completed within the reference period (although started earlier) or to supply contracts 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 tenderer has implemented the supply contract in a consortium, the percentage that the tenderer has successfully completed must be clear from the documentary evidence, together with a description of the nature of the supplies provided if the selection criteria relating to the pertinence of the experience have been used.

Previous experience which would have led to breach of contract and termination by a contracting authority shall not be used as reference. This is also applicable concerning the previous experience of experts required under a fee-based service contract.

**17. Award criteria**

Price (or, if appropriate after prior approval, the best price-quality ratio which is a combination of quality and price).

**TENDERING**

**18. Deadline for submission of tenders**

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| --- | --- | --- |
| **Deadline for submission of tenders** | 28/10/2024 | 13:00 local time |

**19. Tender format and details to be provided**

**Tenders must be submitted using the standard tender form.**

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

<http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

**20. How tenders may be submitted**

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 10 of the instructions to tenderers.

**Tenders submitted by any other means will not be considered.**

By submitting a tender tenderers accept to receive notification of the outcome of the procedure by electronic means.

**21. Alteration or withdrawal of tenders**

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

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 15 of the instructions to tenderers.

**22. Operational language**

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

**23. Additional information**

Financial data to be provided by the candidate in the standard application form must be expressed in EUR. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR or RSD shall be made in accordance with the InforEuro exchange rate of September 2024of the applicable InforEuro exchange rate, which can either correspond to the month and year of the publication of the present contract notice or the month and year corresponding to the deadline for submitting applications], which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.

**Conditions for opening of tenders**

**Date: 29/10/2024  
Local time 10:00  
Place: The Provincial Secretariat for Urban Planning and Environmental Protection Bulevar Mihajla Pupina, 16, 21101 Novi Sad**

Invited tenderers:

1. LABTIM SE doo

Tošin bunar 181a, 11070 Beograd

Email: daliborka.crnogorac@labtim.rs

2. PROMEDIA doo

Kralja Petra I 114, 23300 Kikinda

Email: emil.cizler@promedia.rs

3. MEGA SOLUTION doo

Majora Milana Malnarića 2, 11000 Beograd

Email: ivana.megovska@megasolution.rs

4. PROANALYTICA doo

Bulevar Umetnosti 27, 11070 Novi Beograd

Email: jadranka.ilic@proanalytica.com