

Minimum information requirements for tender announcements

Invitation to tender:

Tuzla, Tender 7 – Water Meters

Form heading

Field name		Explanations, Examples
Doc id:		filled in by the system
Dok Type:		filled in by the system
User:		filled in by the system
Your file reference	Water Supply and Sewerage in Bosnia and Herzegovina II / Component Tuzla	short name of the project
Type of commission:	Supplies	supply / services / construction order
According to the WTO/GATT agreement		yes / no
Type of procedure	International Open Tendering	Open procedure / selective procedure
Desired date of publication	10.10.2017	Simultaneous publication in all places of publication

1. Contracting authority

1.1 Official name and address of the contracting authority

Authority of assignment	Public Utility Company Vodovod i kanalizacija d.o.o. Tuzla, ul. 2.oktobra br. 1, 75000 Tuzla, Bosnia and Herzegovina	e.g. Municipality / Ministry of ... (represented by SECO) for the Swiss publication
Authority of procurement/Organizer	Public utility company Vodovod i kanalizacija d.o.o.	Consultant / Executing Agency / ...

	Tuzla, Project Implementation Unit PIU	
Name	Mr Aid Berbic	
Address incl. postal code and town	ul. 2.oktobra br. 1, 75000 Tuzla	
Country	Bosnia and Herzegovina	
Phone / Fax / e-mail / URL	Phone : +387 35 369 844 Fax : +387 35 369 851 Email : vodovod.tz@bih.net.ba	

1.2 Offers should be sent to the following address

Address	Address according to chapter 1.1	Full address; if same as 1.1: Address according to chapter 1.1
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1.3 Desired deadline for questions in written form

Deadline for written questions	Requests for clarification shall be made in writing and should be received by the Purchaser no later than: 14 calendar days prior to the submission of the Bid.	Date for questions in written Remark can be added e.g. "this is an absolute deadline" In case of a selective tender, it can be specified that there will be no possibility for asking questions about the tender.
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1.4 Deadline for submitting offers

Date	28.11.2017	
Time of day	10:30 a.m.	not compulsory
Formal requirements	Sealing and marking (two envelopes), Ref. to Section II ITB 21	e.g. postal stamp, ...

1.5 Type of contracting authority

Type of contracting authority	Project Implementation Unit PIU	
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2. Objects of procurement

2.1 Type of order

Type of order	Supply	e.g. services / supply / a combination
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2.2 Project title (short description) of the acquisition

Project title	Bosnia and Herzegovina: Procurement of Water Meters	e.g. Hungary: Ózd, drinking water rehabilitation
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2.3 Reference / project no.

Ref. project Number		leave blank
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2.4 Common Procurement Vocabulary

CPC Number		
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2.5 Detailed product description

Detailed product description	Supply of water meters and radio modules	
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2.6 Delivery location / location of the service supply / construction

Delivery/service supply location	Premises of the Public utility company Vodovod i kanalizacija d.o.o. Tuzla Ul. 2.oktobra br. 1 75000 Tuzla, Bosnia and Herzegovna	
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2.7 Division into lots?

Division into lots	No	yes / no. If "yes" please provide further indications on the lots. Indicate if bidder can submit offers for more than one lot. Provide indications on the timing of the lots.
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2.8 Will variants be accepted?

Variants	No	yes / no
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2.9 Are partial offers permitted?

Partial offers	No	yes / no
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2.10 Implementation date

Implementation date	Approximate start date January 2018; delivery and acceptance in April 2018	If no specific date, indicate the approximate start date and the approximate date of completion.
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3. Conditions

3.1 General conditions of participation

General conditions of participation	No eligibility restrictions. Ref. to Section V	may be left blank.
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3.2 Deposits/guarantees

Deposits / guarantees	Bid Security: 3.000 EUR Advance Payment Security: 20% Performance Security: 10%	e.g. 20% advance payment guarantee, or 10% performance guarantee after operational acceptance until the end of defect liability period
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3.3 Conditions of payment

Conditions of payment	Payment conditions are described in Section VIII & IX: Clause 16.1	time frame for payments (e.g. 30 days) You may also refer simply to the tender documents (e.g. "Detailed payment conditions are described in the tender documents.")
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3.4 Costs to be included

Costs to be included	Section II, ITB 15.1: Currency: EURO Section II, ITB 14.8: Goods which are supplied from outside the Purchaser's country shall be quoted DAP (Delivered at Place).	indicate currency of payment (HUF, EUR, ...). indicate if VAT has to be included or if excl. VAT. or indications such as "."
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3.5 Consortium of bidders

Consortium of bidders	Permitted. Ref. to Section II, ITB 4.1, 11.5,	Permitted / not permitted. If permitted, it is advisable to mention that there shall be one bidder representing the consortium who is also enabled to sign the contract. If permitted, you can also simply refer to the tender docs if the issue is specified there in more details.
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3.6 Subcontractor

Subcontractors	No restrictions. Ref. to Section II, ITB 4	Specify / refer to tender documents / leave blank no specific requirements
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3.7 Suitability criteria

Compulsory criteria for qualification for participating the tender	Section III: Evaluation and Qualification Criteria: <u>Average Turnover:</u> 500.000 EUR <u>Experience and Technical Capacity:</u> (a) As supplier of water meters in at least 2 contracts within last 5 years, value at least 100.000 EUR each. (b) As supplier of water meters and radio modules in at least 2 contracts within last 5 years, value at least 150.000 EUR each.	list all (e.g. minimum 1 reference project of similar nature)
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3.8 Evidence required

Documentary evidence	Section III: Evaluation and Qualification Criteria: Forms Fin-1, Fin-2, EXP-1, with attachments Technical Compliance Checklist	List all documents you require for proving the qualification for the minimum requirements.
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3.9 Award criteria:

Award criteria	The lowest evaluated cost. Ref. to Section II, ITB 40	list all criteria that will be assessed, including the weighting of the criteria (e.g. purchase price; maintenance costs, quality of the product, etc.) / refer to the tender documents
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3.10 Conditions for obtaining the tendering documentation

Conditions for obtaining the tender document	The Bidding document in English and Bosnian language may be purchased by interested Bidders upon the submission of a written application to the Purchaser and upon payment of a nonrefundable fee of 50 EURO or 100 KM including VAT. The electronic version of the Bidding document will be handed over or be delivered by courier after payment.	tender fee / bank reference / payment evidence / no specific requirement
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3.11 Languages for offers

language of the offers	English and Bosnian	e.g. Hungarian / English / ...
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3.12 Validity of offers

Validity of the offers	Bid validity: 120 days Ref. to Section II, ITB 18.1	Nb of days after the deadline of submitting the offers (usually 120 or 180 days)
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3.13 Supplying source of the tendering documentation

Source for receiving the tender documents	Public Utility Company Vodovod i kanalizacija d.o.o. Tuzla ul. 2.oktobra br. 1, 75000 Tuzla, Bosnia and Herzegovina Ref. To Chapter 3.10 above	Address where the tender documents can be requested. Indicate the date from which onward the documents can be requested. Indicate the language of the tender documents (e.g. Hungarian / English) Any further information for obtaining the tender documents if necessary.
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Additional information in case of a selective tender process only:

3.14 Maximum number of participating bidders

Maximum number of bidders allowed to submit an offer	N/A	e.g. a maximum of 6 bidders will be selected to submit an offer
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3.15 Foreseen deadline for selecting the participating bidders

Deadline for selecting the participating bidders	N/A	date
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3.16 Foreseen deadline for submitting the offers

Deadline for submitting the technical offers	N/A	date
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4. Other information

4.1 Conditions for countries not party to the WTO agreement

conditions for countries not party of the WTO Agreement	None	None
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4.2 Terms of business

Terms of business	N/A	Indicate in case special terms of business apply; else leave blank
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4.3 Negotiations

Negotiations	Negotiations remain reserved	Indicate if negotiations with the bidders (e.g. finalists) are allowed e.g. "No" or "Negotiations remain reserved".
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4.4 Basic procedural principles

Basic procedural principles	N/A	list special requirements (e.g. tenderers have to comply with job security regulations, no gender discrimination, etc.)
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4.5 Additional information

Any important additional information	Fixed prices Two-Envelope Bidding Process	e.g. if price adjustments to inflation will be foreseen, ...
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4.6 Official organ of publication

organ of publication		www.simap.ch all other places of publication of the tender
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4.7 Statement of rights of redress

rights of redress	Debriefing process Ref. to Section II, ITB 47	indicate conditions and place
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