
SUPPLY PROCUREMENT NOTICE

Supply of various IT and Communication equipment to the EUMM Georgia

Location – Georgia

1. Publication reference

EuropeAid/130852/L/SUP/GE

2. Procedure

Local Open Tender

3. Programme

CFSP: Implementation of Council Decision 2010/452/CFSP of 12 August 2010 - European Union Monitoring Mission in Georgia

4. Financing

Budget line 190301 of the General Budget of the European Union.

Contract CFSP/2010/39/EUMM Georgia – Haber between the European Commission and the Head of the European Union Monitoring Mission in Georgia.

5. Contracting authority

The Head of European Union Monitoring Mission in Georgia (EUMM Georgia)

CONTRACT SPECIFICATIONS

6. Description of the contract

Supply of IT consumables and software, communication equipment and audio/video equipment.

7. Number and titles of lots

The tender divided into 9 (nine) lots:

Lot 1	Consumables for printers
Lot 2	Software: Abby Lingvo x3 English-Russian or equivalent
Lot 3	Software: Acrobat Professional 9 – English Version or equivalent
Lot 4	Software: AutoCad Architecture 2011 – English Version or equivalent
Lot 5	Software: EasyRecovery 6.2 Professional (Business – max 500 users)

	or equivalent
Lot 6	Software: L0phtCrack 6 Administrator – English Version or equivalent
Lot 7	Software: GlobalMapper 11.xx – English Version or equivalent
Lot 8	Communication equipment
Lot 9	Audio/video equipment

TERMS OF PARTICIPATION

8. Eligibility and rules of origin

Participation in tendering is open to all legal persons. There are no requirements on origin. The participation is also open to international organisations.

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 EC 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

N/A

12. Performance guarantee

N/A

13. Information meeting and/or site visit

No information meeting is planned.

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

The implementation period of tasks shall run from the date of signature of the contract by the latest of both parties to the date of signature of the last provisional acceptance certificate and not exceeds **45** calendar days.

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)

a) the average annual turnover which must be at **least twice the value** of the present contract over the last three years (2007, 2008 and 2009). In case no information from 2009 might be available, please provide information from 2006. The table under point 3 of the Tender Submission Form, if duly filled in, will be accepted as a satisfactory proof for the purposes of eligibility. The Contracting Authority reserves the right to ask for clarifications and/or integrations on such a table.

- 2) *Technical and professional capacity of tenderer* (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)

a) The invited tenderer must have successfully completed, during the period of 2007-2009 (in case no information from 2009 might be available please submit information from 2006) **at least 1 (one) similar project** whose nature and complexity are comparable to the concerned by the tender. The table under point 6 of the Tender Submission Form, if duly filled in, will be accepted as a satisfactory proof for the purposes of eligibility. The Contracting Authority reserves the right to ask for clarifications and/or integrations on such a table

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. It must in that case 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.

17. Award criteria

Price

TENDERING

18. How to obtain the tender dossier

The tender dossier is available from the following Internet address:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>

<http://www.eumm.eu/en/tenders> or www.jobs.ge. The tender dossier is also available from the Contracting Authority. 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 **Procurement Office EUMM Georgia, 49 Krtsanisi, 0114 Tbilisi, Georgia, reference n°: EuropeAid/130852/L/SUP/GE** (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 EuropeAid website at <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>

at www.jobs.ge and www.eumm.eu/en/tenders.

19. Deadline for submission of tenders

14 January 2011 at 15:00 local time

Any tender received after this deadline will not be considered.

20. Tender opening session

14 January 2011 at 15:30 local time at EUMM HQ, 49 Krtsanisi, 0114 Tbilisi, Georgia

21. Language of the procedure

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

22. Legal basis

Council Joint Action 2010/452/CFSP of 12 August 2010 - European Union Monitoring Mission in Georgia.