




Implemented by:
giz Deutsche Gesellschaft
für Internationale
Zusammenarbeit (GIZ) GmbH

 Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra



Republic of Serbia
Ministry of Construction,
Transport and Infrastructure

NACIONALNA ALIJANSA ZA LOKALNI EKONOMSKI RAZVOJ
 **NALED**
NATIONAL ALLIANCE FOR LOCAL ECONOMIC DEVELOPMENT



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The National Alliance for Local Economic Development (NALED) is implementing the project “e-Permitting IT System”, via Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) Open Regional Fund for Modernization of Municipal Services (ORF MMS), for the Ministry of Construction, Transportation and Infrastructure of the Republic of Serbia (MCTI), as Beneficiary of the project, we

Hereby Announce

INTERNATIONAL INVITATION FOR TENDERERS

PROCUREMENT OF DESIGNING, DEVELOPMENT AND TESTING SOFTWARE APPLICATION FOR SUPPORT OF UNIFIED PROCEDURE FOR ISSUING CONSTRUCTION E-PERMIT, CONDUCT TRAININGS OF KEY USERS (TRAINERS) AND PROVISION OF MAINTENANCE SERVICES TO THE SERBIAN BUSINESS REGISTRY AGENCY (SBRA)

1. SUBJECT OF THE PROCUREMENT

The subject of the procurement shall be designing, development/customization and testing software application for support of unified procedure for issuing construction e-permit, conduct trainings of key users (trainers) and provision of maintenance services to the Serbian Business Registry Agency (SBRA).

2. QUALIFICATION CRITERIA

The right to participate in this international tender belongs to all interested entities that fulfill the mandatory criteria for participation in the procedure. The bidder is obliged to submit evidence of the fulfillment of conditions delineated in the tender documents.

3. EVALUATION GRID


The evaluation of the submitted offers shall be done in such way that the overall results will follow the general rule:

1. Technical Evaluation: 80% weight;
2. Financial Evaluation: 20% weight.

Detailed information regarding the method of evaluation according to established criteria are given in the tender documentation.



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4. DOWNLOADING OF TENDER DOCUMENTATION

All interested bidders may download the tender documentation (Terms of Reference and Instruction to the Bidders) from NALED's web page: <http://www.naled-serbia.org/en/page/103/Tenders>

5. LANGUAGE OF THE BID

The bid must be written in the English language.

6. MANNER OF BID SUBMISSION AND THE DEADLINE

Bids must be submitted using the double envelope system, i.e. in an outer parcel or envelope containing two separate, sealed envelopes, one bearing the words "Envelope A - Technical Offer" and the other "Envelope B - Financial Offer". All parts of the tender other than the financial offer must be submitted in Envelope A.

Any infringement of these rules (e.g. unsealed envelopes or references to price in the technical offer) is to be considered a breach of the rules, and will lead to rejection of the bid.

If the bidder does not meet the qualification criteria, the second envelope will remain unopened.

The final deadline for submission of documentation to the Client is May 25th 2015, by 12:00 h.

Bidders shall submit their bids to the following address:

**National Alliance for Local Economic Development (NALED)
Makedonska 30, 7th floor
11000 Belgrade
Serbia**

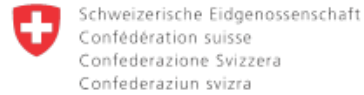
Bids shall be deemed timely if they were received by the Client by the specified deadline, irrespective of the manner they have been sent.

7. PLACE, TIME AND MANNER OF BID OPENING

Bids shall be opened in public at the NALED's address, immediately upon expiry of the submission deadline, on May 25th 2015, at 12.30h.

8. CONDITIONS UNDER WHICH BIDDERS MAY PARTICIPATE IN THE BID OPENING PROCEDURE

Bidders may attend the bid opening procedure in person or through representatives authorized by bidders that shall be obliged to submit to the Client's committee a written authorization for



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participation in the bid opening procedure before the commencement of the bid opening procedure.

9. DEADLINE FOR PASSING A DECISION

The deadline for passing a decision on contract awarding shall be 30 days from the date of the bid opening procedure. The Client shall submit the decision on contract awarding to all the bidders that participated in the procedure.

10. CONTACT PERSON FOR ADDITIONAL INFORMATION AND EXPLANATIONS

The bidder may request additional information or explanations relating to bid preparation no later than 5 (five) days before the expiry of the deadline for bid submission. The contact person is Vuk Božić,

- e-mail: policy@naled-serbia.org
- tel number: +381 11 337 30 63
- fax number: +381 11 337 30 61

11. BID VALIDITY

The bid validity must be at least 45 days from the day of bid opening.

12. REQUIREMENTS IMPORTANT FOR BID ACCEPTABILITY

The offered services must comply with the requirements of the Client and specified technical characteristics in all aspects, otherwise the bid is going to be rejected as unacceptable.

13. DEADLINE

The deadline for the implementation of the subject of the procurement is 6 (six) months from the date of contract signing.

14. PRICE


The offered price must be expressed in EUR (€), and the conversion in RSD shall be made based on medium exchange rate of the NBS at the payment date.

15. FINANCIAL SECURITY INSTRUMENTS

All bidders are obliged to submit the bid bond as a guarantee that the selected bidder will undertake the contract under the terms at which they bid. The bid bond must be in the amount of 2% of the overall bid value. Bid bonds will be returned to all the bidders, after signing the contract with the selected bidder. Validity of the bid bond must be at least 60 days from the day of bid opening.



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The financial security instruments that will guarantee that the bidder shall secure the fulfilment of its obligations shall be:

1. The performance bond as a security instrument for good job performance and possible payment of contractual penalty;
2. The warranty bond, as a security instrument for the elimination of errors within the warranty period.