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| **PART A: INFORMATION FOR THE TENDERER** |

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| **Name and address of the contracting authority: Municipality of Jimbolia, T. Vladimirescu street, no. 81, Jimbolia, Timis County**  **Title of the tender:** **Acquisition services for technical project realization**  **Reference number: RORS 373 / Municipality of Jimbolia / 03**  **Date of launching: 26/05/2021** |

1. **INFORMATION ON SUBMISSION OF THE TENDERS**

Subject of the contract:

The subject of this tender is:

- Implementation of services as indicated in the technical information in the point 2 of these information:

• Elaboration of technical project for works objective **“Infrastructure and works Aquatic habitat restoration and recreation areas development within the lakes area in Jimbolia”;**

• Technical assistance services for the execution of works.

Deadline for submission of the tenders:

The deadline for submission of tenders is **03/06/2021 at 12:00 hours**. Any tender received after this deadline will be automatically rejected.

\* - The tenderer should have minimum 7 days from the date of launching of the procurement procedure for preparation of the offer (excluding the day of publishing and the date of submission deadline).

\*\* - The Contracting Authority is obliged to provide answer to all questions received no latter then 3 days before the deadline and has to publish them on the same web sites where the tender was published.

Financial information

The tenderers are reminded that the maximum available value of the contract is 9.647,93 Euro. (For Romanian partners including VAT).

The Financial offer must be presented as an amount in EUR and must be submitted using the template for the global-price version of PART C: FORMAT OF FINANCIAL OFFER.

The applicable tax and customs arrangements are specified in the draft contract in Part A of this tender dossier.

Variant solutions

Tenderers are not authorized to tender for a variant in addition to this tender.

Subcontracting

Subcontracting is not allowed.

Award criteria:

***In case more than one offer received***: best value for money, weighting 80% technical quality, 20% price.

Evaluation criteria for technical offer:

* Organization and methodology: 55 points
* Proposed inputs: 35 points
* Time frame: 10 points

TOTAL: 100 points

***In case one offer received***: the Contracting Authority shall check whether the offer is administratively, technically and financially compliant with the requirements set by this tender documentation.

Interviews:

No interviews are foreseen.

Award notification:

The successful tenderer will be informed of the results of the evaluation procedure in written form.

Contract award notice will be published on the programme web site. The estimated time of publishing is 7 days after the date of contract signature.

Address and meanings for submission of the tenders:

The tenderers will submit their tenders using the **standard set of submission forms available in the Part B – Technical offer and the Part C - Financial offer**. Any other document supporting this invitation is sent for informational purposes only and is not to be modified nor submitted by the tenderer. The tender will be submitted in **1 original**. Any tenders not using the prescribed form may be rejected by the contracting authority.

In addition to the offer the tenderer is required to provide the following supporting documentation:

- Copy of legal registration

- CAEN code enabled for the services provided

The tenders will be submitted in sealed envelopes, containing the following information:

- Name and address of the tenderer

- Title of the tender: Aquisition services for technical project realization

- Reference number: RORS 373 / Municipality of Jimbolia / 03

- The words: ‘’Not to be opened before the tender opening session’’ and ”A nu se deschide inainte de sesiunea de deschidere’’

Tenders must be submitted using double envelope system, in an outer parcel or envelope containing two separate, sealed envelopes, one bearing the words "Technical offer”- part B and "Financial offer" - Part C. Any infringement of this rule (e.g. unsealed envelopes or references to price in the technical offer) is to be considered a breach of the rule, and will lead to rejection of the tender.

The tenders will be submitted in person, by post or courier service to the following address:

Municipality of Jimbolia, T. Vladimirescu street, no. 81, Jimbolia, Timis County

Contact person: Pop Vasile, e-mail: [vasile.pop@jimbolia.ro](mailto:vasile.pop@jimbolia.ro)

The tenderers are reminded that in order to be eligible the tenders need to be received by the contracting authority by the deadline indicated above.

1. **TECHNICAL INFORMATION**

The tenderers are required to provide services as indicated below. In the tenderer’s technical offer, the tenderers might indicate more details on the deliveries, referring back to the requirements below.

* 1. **Technical project execution**

“The Ecosystems Rehabilitation and Preservation of Natural Values in Jimbolia and Kikinda” (ECOLAKES) project main objective is to enhance environmental protection and sustainability in the cross-border region through rehabilitation of environmental sites and raised ecological awareness. Jimbolia Municipality, which is the project leader, will carry out during the project implementation period the rehabilitation of environmental site (lakes). The rehabilitation works will contain the greening of lake areas, installation of water purifiers, and development of a social area for inhabitants. On the other hand, it will be organized an awareness raising campaign for the inhabitants, a study will be conducted “The role of the ring canals HCN232 and HCN305 of Jimbolia as potential factors in the protection and conservation of the aquatic habitats within the lakes area in Jimbolia” and will be purchased bird watching equipment. For creating and implementing of such a challenging project, the Municipality of Jimbolia calls for assistance in technical project preparation and technical assistance during execution works.

The investment activity will support large habitat areas to attain a better conservation status: Jimbolia Lakes and adjacent wetlands, equipped with aeration system, and subject to shoreline restoration, and recreational development: 70 Ha + 23,2 Ha.

Also in the frame of the activity the LP will create a recreation area, which will be used by the inhabitants from the region to spend their free time.

The content of the technical execution project for works objective “**Infrastructure and works Aquatic habitat restoration and recreation areas development within the lakes area in Jimbolia**” needs to be adapted by the economic operators who provide in the conditions of the law design services in the field, according to the specificity of the investment. The technical execution project must be so elaborated clear, to provide complete technical information on the future work and to meet the technical, economic, and technological requirements of the beneficiary, identified here as Contracting Authority.

Content of the technical project:

- Written parts

- Drawings

- Execution details

Required inputs

The technical project verified, approved, and authorized according to legal provisions is the written and drawn document based on which the work will be executed.

The technical design must be clearly drafted and provide complete information.

It is also necessary for the technical design to be complete and sufficiently clear so that it can be prepared based on its implementation details in accordance with the materials and the proposed execution technology, but with strict observance of the provisions of the technical design, without the necessity to supplement the quantities of the respective works and without exceeding the cost of the work, established at the tender stage for the execution of the works.

The activities that will be performed by the Service Provider are:

- To elaborate the Technical Project (PT) and the Execution Details (DDE);

- To prepare the technical documentation to obtain all the necessary permits, approvals, and authorizations.

- To prepare the technical documentation (project) for site organization (DTOE);

- To elaborate the necessary technical examinations, according to legal provisions;

- To update the general budget estimation.

The purpose of this contract is to prepare and submit Technical Project, Execution Details and site organization project, to obtain all the authorizations, approvals and permits.

The documents prepared for the technical project must comply with the feasibility study and the legal provisions and standards in force.

The Contracting Authority provides, as annexes, the following documents: Feasibility Study and other necessary documents (Urban planning Certificate, etc.).

The Contractor shall submit the Project design documentation to the Contracting Authority in two originals in English and four originals in Romanian as well as in electronic formats.

**Where the technical specifications defined at the level of the contract notice, the specifications or any other document relating to the award documentation refer to a standard, a particular manufacturer, trademarks, patents, types, an origin or a specific production / method of manufacture / supply / execution will be understood to be accompanied by the words "or equivalent".**

It is recommended that the provider have a team with specialized personnel to perform the service contract according to its specificity, volume and complexity.

The service provider must be able to supply the following field of specialization acting as lead expert in this required contract:

**Key expert: Team Leader – architect**

Qualifications and skills

- University degree;

- The expert must have the right of signature, registered OAR – Romanian Class of Architects or European similar (is proved by certificate issued by OAR/European similar).

- Knowledge of the English language;

General professional experience

- Minimum of 1 year experience as architect;

- abilities to work with the specifically PC software: MS Office, CAD or other equivalent relevant designing tools;;

Specific professional experience

- Knowledge of preparation, design and use of technical documentation related to design project;

The related qualification, skills, general and specific professional experience of the consultant will be certified by the CV of the proposed person. The Contracting Authority can and might request any other documents for confirmation of the proposed CV.

All experts must be independent and free from conflicts of interest in the responsibilities they take on.

Required time frame

The intended start date is 07.06.2021 and the period of implementation of the contract will be 2 months for technical project.

A possibility of an extension should be if the project requires extension or further services upon satisfactory performance or if any influence by external elements. The final decision should be implemented only if the Contracting Authority approves.

* 1. **Technical assistance services for the execution of works**

The technical assistance generally involves the supervision of the execution of a construction, permanently or at key moments, the detection of errors or errors of execution and the proposal of remedial solutions, to maintain the desired degree of safety. Technical assistance from the designer refers to the quality in constructions.

Both activities should be performed with reference to specific National and European law in force.

Required inputs

Main task involved by the technical assistance:

* participation in handing over the site and general tracing related to the works.
* elaboration of technical solutions through site provisions, during the execution of works, in case of unforeseen situations.
* monitoring the application on site of the adopted solutions, according to the technical regulations in force and of the best execution technologies, after their acquisition by the certified project verifiers;
* establishing the treatment of defects in execution as well as monitoring the application on site of the solutions adopted after their acquisition by certified project verifiers;
* resolving the non-conformities and inconsistencies reported by the certified verifiers, executors, etc. to the technical solutions designed, if required;
* approving the additional works that may intervene during the execution of the works -following the application of the established measures regarding the safety and health of the work;
* participation as a guest at partial receptions, receptions at the end of the works, final receptions, at the commissioning of each work included in the project, with the preparation for the presentation before the reception commission, if invited.
* participation by developing technical solutions during the warranty period (notification of defects), if applicable;
* participation together with the site manager in the elaboration of the technical book of the construction.

The Contractor must also comply with the latest Communication and Visibility Manual for EU External Actions concerning acknowledgement of EU financing of the project.

Required time frame

The intended start date will be when the works order of commencement is issued by Contracting Authority and the period of implementation of the contract will be until for reception of the works, estimated. A possibility of an extension should be if the project requires extension or further services upon satisfactory performance or if any influence by external elements. The final decision should be implemented only if the Contracting Authority approves.

1. **ADDITIONAL INFORMATION**

The unsuccessful/successful tenderers will be informed of the results of the evaluation procedure. In this sense the CA shall send a notification to the successful tenderer and post an announcement on the website with the name of the successful tenderer followed by the mentioning that “all other tenders were not administratively /technically/ financially compliant”

Confidentiality

The entire evaluation procedure is confidential, subject to the Contracting Authority’s legislation on access to documents. The Evaluation Committee’s decisions are collective and its deliberations are held in closed session. The members of the Evaluation Committee are bound to secrecy. The evaluation reports and written records are for official use only and may be communicated neither to the tenderers nor to any party other than the Contracting Authority, the European Commission, the European Anti-Fraud Office and the European Court of Auditors.

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| NOT TO BE FILED IN BEFORE CONTRACT SIGNING  NOT TO BE SUBMITTED WITHIN THE OFFER!!! |

**FORMAT OF THE CONTRACT BETWEEN THE CONTRACTOR AND THE CONTRACTING AUTHORITY**

**CONTRACT TITLE:** Acquisition services for technical project realization

**REF:** RORS 373 / Municipality of Jimbolia / 03

**Concluded between:**

Municipality of Jimbolia

T. Vladimirescu street, no.81, Jimbolia, Timis County

(Contracting Authority)

AND

<*Title>*

*<Address of the contractor>*

*<Official registration number/VAT number[[1]](#footnote-1)>*

(Contractor)

**Article 1: Subject of the contract**

The subject of the contract is the Acquisition services for technical project realization for works objective “**Infrastructure and works Aquatic habitat restoration and recreation areas development within the lakes area in Jimbolia**” as indicated in the contractor’s offer – ‘’Part B: Format of offer to be provided by the tenderer’’

**Article 2: Contract value**

The total contract value for implementation of services indicated in the Article 1 is: <XXX EUR, (including VAT for Romania partners).

For Romanian Partners:

In accordance with IPA implementing regulation, for Romanian partners VAT can be an eligible expenditure. The Contracting Authority will pay the unit prices, as stated in the Financial Offer, and will pay the VAT if the VAT is clearly identified on the invoices.

**Article 3: Contracting documents**

The documents which form the part of this contract are (by the order of precedence):

* Contract agreement
* Contractor’s offer as provided in the tendering phase – ‘’Part B: Format of offer to be provided by the tenderer’’
* Contractor’s financial offer –“ Part C:Format of financial offer”
* Any other supporting documentation if applicable (\* - in case of asking for registration of company or other information)

For any issues not defined in this contract agreement the rules of General conditions will be applied

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| B8d | Draft contract : General conditions (Annex I) | [b8d\_annexigc\_en.pdf [http://ec.europa.eu/europeaid/prag/images/documents/f_pdf_16.gif](http://ec.europa.eu/europeaid/prag/annexes.do?annexName=B8d&lang=en)](http://ec.europa.eu/europeaid/prag/annexes.do?annexName=B8d&lang=en) |

<http://ec.europa.eu/europeaid/prag/document.do?isAnnexes=true>

**Article 4: Deliveries and payments**

The contractor will deliver without reservation the services indicated in the contractor’s offer ‘’Part B: Format of offer to be provided by the tenderer’’. The deliveries will be implemented within the indicated dates.

The contracting authority will pay to the contractor for the services in the amount indicated in the Article 2 of this contract document.

In case the contract is concluded in EUR, and payments are made in NC, applicable exchange rate must be InforEuro exchange rate for the month of the issuing of invoice or pre-invoice in case of VAT exemption.

The payments will be issued by the following time schedule.

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| **Month** | **Type of payment** | **EUR** |
| 2-3 | Interim payment – technical project elaboration | 98 % of the contract value |
| 12-14 | Balance final payment - technical assistance services for the execution of works | 2 % of the contract value |
|  | **Total** | Total contract value |

\* - The contractor will provide contracting authority with the brief report on execution of the services, which will represent the basis for issuing interim and balance final payment

**Article 5: Duration of the contract**

The duration of the contract is from the commencement date until the 02.10.2022.

Commencement date is on contract signing by both parties.

**Article 6: Resolving of disputes**

Any disputes arising out of or relating to this Contract which cannot be settled otherwise shall be referred to the exclusive jurisdiction of Timisoara Court in accordance with the national legislation of the state of the Contracting Authority.

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| **For the Contractor** | | **For the Contracting Authority** | |
| Name: |  | Name: |  |
| Title: |  | Title: |  |
| Signature: |  | Signature: |  |
| Date: |  | Date: |  |

1. Where applicable. For individuals, mention their ID card or passport or equivalent document - number [↑](#footnote-ref-1)