

CALL FOR TENDERS
No. 8/23.03.2021

SECTION I: BENEFICIARY DATA

I.1. Name, address and contact persons

Official name: Bulgarian Red Cross Association		
Address: 76, James Bourchier Blvd.		
City: Sofia	Postal code: 1407	Country: Bulgaria
Contact details: Contact person(s): Dr Pencho Penchev	Telephone: 02 492 3090	
E-mail: p.penchev@redcross.bg	Fax: N/A	
Website (where applicable): https://www.redcross.bg/announcement		

I.2. Type of Beneficiary and main activity(ies)

☐ Trade company ☒ <u>non-profit legal entity</u> ☐ Other (please specify):	☐ Public Services ☐ Environment ☐ Economic and financial activity ☐ Healthcare ☐ Accommodation/ housing construction and places for recreation and culture ☐ Social protection ☐ Recreation, culture and religion ☐ Education ☐ Commercial activity ☒ Other (please specify): humanitarian activities
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SECTION II: SUBJECT OF THE CALL

II.1. Description

II.1.1. Subject of the Call for Tenders (the Procedure) and place of execution of the works, delivery or service		
<i>(Select only one item – works, deliveries or services – that corresponds to the specific subject of your procedure)</i>		
(a) Construction	(b) Deliveries X	(c) Services ☐
☐ Building ☐ Design and implementation ☐ Rehabilitation, reconstruction ☐ Construction and installation works	X Purchase ☐ Leasing ☐ Hire purchase ☐ Rent of machinery and equipment ☐ Combination of the above ☐ Other (please specify)	Category of service: No ☐ ☐ <i>(See Annex No. 3 to Article 5, Paragraph 1, Item 2 of the Public Procurement Act)</i>
Place of construction: _____ _____ NUTS code: ☐ ☐ ☐ ☐ ☐	Place of delivery of the supply: Vratsa Control and Communication Centre Address: Dabnika Complex, block 34, ground floor Vratsa Home Care Centre Address: 21, Georgi Benkovski Str. NUTS BG313 Krivodol Home Care Centre Address: 1, Osvobozhdenie Str. Oryahovo Home Care Centre Address: 2, Hristo Smirnenski	Place of delivery of the service: _____ _____ NUTS code: ☐ ☐ ☐ ☐ ☐

	Byala Slatina Home care Centre Address: 8, Lyuben Karavelov Str. Vidin Home Care Centre Address: 4, Knyaz Boris I Str., ground floor Belogradchik Home Care Centre Address: 5, Aleko Konstantinov Str., fl. 1, in Business Incubator Building Montana Home Care Centre Address: 44, September 22th Str. NUTS code: BG311, 312, 313	
II.1.(2) Description of the subject of the Procedure: “Delivery of a Unified System for Monitoring and Providing of the Teleassistance/Telecare Service” within the “Innovative Community Care Models in Favour of People with Chronic Diseases and Permanent Disabilities” Project No. BGLD-1.001-0001, implemented with the support of the Financial Mechanism of the European Economic Area 2014-2021 under the “Local Development, Poverty Reduction and Improved Inclusion of Vulnerable Groups” Programme. CPV code of the subject of the Procedure: 48180000-3 Medical software package 48814000-7 Medical information systems 33190000-8 Miscellaneous medical devices and products		
II.1.(3) Lots: Yes ☐ No X If yes, Tenders must be submitted (tick one only):		
only for one lot ☐	for one or more lots ☐	for all lots ☐

II.2. Quantity or volume of the subject of the Procedure

Total quantity or volume (including all lots, where applicable)

An Assignee shall be selected within this Procedure to deliver a Unified System for Monitoring and Providing of the Teleassistance/Telecare Service through which the teleassistance service could be provided within the “Innovative Community Care Models in Favour of People with Chronic Diseases and Permanent Disabilities” Project No. BGLD-1.001-0001, implemented with the support of the Financial Mechanism of the European Economic Area 2014-2021 under the “Local Development, Poverty Reduction and Improved Inclusion of Vulnerable Groups” Programme. The requirements for the Unified System for Monitoring and Providing of the Teleassistance/Telecare Service are detailed in the Terms of Reference, which is an integral part of this Call.

Estimated total value of the Procedure in BGN, ex. VAT
 (in numbers): BGN 448,099.17

II.(3) Contract term

Implementation term in months ☐☐ or days: Up to **7 months as of the date of conclusion of the Performance Contract**

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1. Terms and conditions relating to the performance of the subject of the Procedure

III.1.1. Security required (where applicable):

Performance security – 3% (three per cent) of the value of the Performance Contract.

The performance security shall be provided in one of the following forms:

1. Transfer of an amount at the account of the Beneficiary;
2. Performance bond in favour of the Beneficiary.

The security in the form of an “amount of money” or a “performance bond” may be provided on behalf of the Assignee at the expense of a third party guarantor.

1. Where the performance security takes the form of a cash deposit, it shall be deposited at the following bank account of the Beneficiary – BULGARIAN RED CROSS Association

Bank: UniCredit Bulbank

IBAN: BG21UNCR76301000030286

BIC: UNCRBGSF

The payment order shall state: “Security for performance under ‘Delivery of a Unified System for Monitoring and Providing of the Teleassistance/Telecare Service’ Procedure”.

2. Where the performance security takes the form of a performance bond, it must be unconditional, irrevocable, in favor of the Beneficiary (the Assignor).

Upon presentation of the performance bond, it shall be valid for a term of 30 days after the expiry of the Contract term (final full performance of the Contract). The bank costs for the performance bond shall be borne by the participant designated as Assignee which shall be obliged to pay their bank fees for creation and servicing of the performance bond so that the amount of the performance bond is not less than that laid down in this Procedure.

The terms and conditions for the depositing and the release of the performance bond are set out in the draft Contract, part of this Call.

The applicant nominated as Assignee is free to independently choose the form of the

performance security.
 Where the designated Assignee is a consortium, which is not a legal person, any of the members of the consortium may order the performance bond, or deposit the amount of the security, or be the insurance policy holder, respectively.
 The document certifying the relevant performance security shall be presented in an original form at the time of conclusion of the Performance Contract.
 The terms and conditions and the time frame for the forfeiture or release of the performance bond shall be laid down in the Performance Contract between the Assignor and the Assignee. The Beneficiary shall release the security without interest, expenses or other payments being due for the period during which the funds were legally kept by the Beneficiary, and the Assignee was not able to use them.
 An Applicant who is selected as an Assignee and does not provide a performance security may not conclude the Contract.
 The Performance Contract shall not be concluded before the successful Applicant has presented a performance security.

III.1.2. Funding and payment terms and methods and/or reference to the relevant provisions governing these

The terms and methods of payment are specified in the draft Contract which forms an integral part of the documentation of this Call.

III.1.3. Other special conditions (where applicable) YES X NO ☐

If yes, describe them:

Pursuant to Council of Ministers Decree 118/2014:

Article 22.

- (1) The Beneficiary shall not conclude a Contract with an Applicant who has been:
 1. Convicted, unless rehabilitated, of any of the following crimes:
 - a. Crimes against the financial, tax or social security system, including money laundering;
 - b. Bribery;
 - c. Participation in an organized criminal gang;
 - d. Crimes against property;
 - e. Crimes against the economy;
 2. Declared bankrupt;
 3. In liquidation proceedings or in similar proceedings under the law of the country in which the entity has been established or registered.
- (2) The absence of the circumstances under Paragraph 1 shall be demonstrated by the Applicants:
 1. When submitting the Tender, by a Declaration;
 2. Upon signing the Contract for assigning the work to the Assignee – with documents issued by the competent authority or with an extract from an electronic/public register certified by the Applicant, or an equivalent document issued by a judicial or administrative authority of the state in which it has been established.
 3. Where no documents certifying the absence of the circumstances under Paragraph 1 above can be issued in the respective foreign country, the applicant shall provide an affidavit if such a declaration is legally valid under the law of the country in which the Applicant has been established.
 4. Where Applicants are legal entities, the requirements of Paragraph 1, Item 1 shall apply

to the persons authorized to manage and/or represent the Applicant.

5. Where the Applicant envisages the participation of sub-contractors, the requirements of Paragraph 4 shall also apply to the sub-contractors.
6. Contracts may not be concluded with Applicants which are related parties, within the meaning of § 1, Paragraph 1, of the Additional Provisions of the Commerce Act, with the Beneficiary or with a member of the Beneficiary's management or control body.

III.2. Conditions for participation.

III.2.1. Legal status

Documents required:

1. Declaration with reference to the Unified Identification Code/Current Status Certificate and, in case of a natural person – an identity document. All Applicants who are not subject to registration with the Registry Agency shall attach an up-to-date legal status document – a Current Status Certificate – issued by a competent registration authority and, in case the Applicant is a natural person, a certified copy of their identity document;
2. Declaration under Article 22, Paragraph 2, Item 1 and Paragraph 6 of Council of Ministers Decree 118/2014 (Annex 2. Model Declaration under Article 22).
3. Consortium Creation Contract/Agreement for participation in the procedure (where the Applicant is a consortium, which is not a legal entity), explicitly specifying the procedure applied for and the person entitled to represent the consortium – in original form or a copy certified, signed, sealed by the Applicant and bearing the text “True to the original”.
4. Other documents (if applicable).

Any Bulgarian or foreign natural person or legal entity, or any consortium thereof, may, under the Council of Ministers Decree, apply.

III.2.2. Economic and financial capacity (under Article 14, Paragraph 2)

Documents and information required

Specific Turnover Declaration (Annex 3. Model Specific Turnover Declaration) on the specific turnover (the turnover relating to the subject of the Call) for the last three full financial years – signed and sealed by the Applicant. The declaration shall be presented in an original form.

Where necessary and at the discretion of the Assignor, additional documents may be requested to confirm what has been declared, such as: contracts, invoices, sales journals and other accounting documents.

Minimum requirements (*where applicable*):

The specific turnover (the turnover relating to the subject of the Call) for the past three financial years, depending on the date on which the Applicant was established or has commenced operation, shall not be lower than the estimated value of the Procedure ex. VAT. Specific turnover shall mean: Turnover generated by similar activities, namely: Delivery and/or development of medical software solutions (telemedicine/telecare) or supply or development of monitoring and teleassistance/telecare systems or equivalent.

In case the Applicant is a consortium, which is not a legal entity, the minimum requirements

shall apply to the whole consortium.

III.2.3. Technical capacity and qualification (under Article 14, Paragraph 4)

Documents and information required:

A list of deliveries, which are identical or similar to the subject of this Call, performed during the last 3 years, depending on the date on which the Applicant was established or has commenced operations, including the amounts, dates and clients, accompanied by recommendations. The list shall be presented in original form and the recommendations – in original or copy, certified by the Applicant's signature and seal, and bearing the text "True to the original".

A model list (Annex 4. Model List of Similar Deliveries) is annexed to this documentation.

Model list of experts proposed by the Applicant (Annex 5. Model List of Experts Proposed) The list shall be provided in an original form, signed and sealed by the Applicant.

The list shall be accompanied by:

Curriculum vitae (Annex 6. Model European Curriculum Vitae Format), signed by the expert – in original form; Model Expert Engagement Declaration (Annex 7. Model Expert Engagement Declaration) – in original form, signed by the respective expert;

Copy of the diploma, copy of the employment record book and/or social insurance book and/or recommendations, including any other documents at the discretion of the Applicant proving compliance with the requirements of the Assignor – certified by "True to the original" text and signed and sealed by the Applicant.

If the documents are issued in a foreign language, they shall also be presented with a translation by a sworn translator in Bulgarian.

Minimum requirements (*where applicable*):

The Applicant shall have performed, in total, for the last 3 years (prior to the date on which the Tender is submitted), depending on the date on which the Applicant was established or has commenced operations, not less than one delivery with the same subject as the subject of this Procedure.

Deliveries similar to the subject of the Procedure shall be: Delivery and/or development of medical software solutions (telemedicine/telecare) or supply or development of monitoring and teleassistance/telecare systems or equivalent.

The Applicant shall provide at least two experts meeting the following conditions:

- Expert 1. Education – higher education, Bachelor's degree or equivalent, in the field of Natural Sciences, Mathematics and Informatics. Professional field: Informatics and Computer Science or another specialty in: technical sciences with professional fields: Communication and Computer Equipment, Electrical Engineering, Electronics and Automation, according to Council of Ministers Decree No. 125 of 24.06.2002 on the approval of a *Classifier of the areas of higher education or equivalent education acquired abroad*.

Specific experience: Participation in at least one activity or contract in connection with the supply and/or development and/or implementation of software in the field of teleassistance/telecare/telemedicine or development or delivery of Monitoring and Teleassistance/Telecare Systems or an equivalent field.

- Expert 2. Education – higher education, Bachelor's degree or equivalent, in the field of Natural Sciences, Mathematics and Informatics. Professional field: Informatics and Computer

	Science or another specialty in: technical sciences with professional fields: Communication and Computer Equipment, Electrical Engineering, Electronics and Automation, according to Council of Ministers Decree No. 125 of 24.06.2002 on the approval of a <i>Classifier of the areas of higher education or equivalent education acquired abroad</i>. Specific experience: Participation in at least one activity or contract in connection with the supply and/or development and/or implementation and/or maintenance of software in the field of teleassistance/telecare/telemedicine or development or delivery of Monitoring Systems and provision of Teleassistance/Telecare Services or an equivalent field. In case the Applicant is a consortium, which is not a legal entity, the minimum requirements shall apply to the whole consortium.
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SECTION IV. PROCEDURE

IV.1. Tender assessment criterion

Tender assessment criterion (please mark as appropriate)					
Lowest price	☐				
Most economically advantageous tender	☒				
<table border="1"> <thead> <tr> <th>Indicator (I) (Name)</th> <th>Relative weight</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> </tr> </tbody> </table>	Indicator (I) (Name)	Relative weight	1	2	
Indicator (I) (Name)	Relative weight				
1	2				

Warranty period and service terms – I ₁	30% (0.30)
Technical parameters – I ₂	20% (0.20)
Price offered – I ₃	50% (0.50)

(The Beneficiary may not include selection criteria representing minimum requirements for economic and financial standing, professional qualification and technical capacity of the Applicants as indicators for the assessment of the Tender.)

IV.2 Administrative information

IV.2.1 Grant Agreement Number

“Innovative Community Care Models in Favour of People with Chronic Diseases and Permanent Disabilities” Project No. BGLD-1.001-0001, implemented with the support of the Financial Mechanism of the European Economic Area 2014-2021 within the “Local Development, Poverty Reduction and Improved Inclusion of Vulnerable Groups” Programme.

IV.2.2 Conditions for receipt of the Call and the procurement participation documentation – specifications and additional documents

All procedural documents shall be available on the site of the Programme Operator, the European Economic Area Financial Mechanism and the Norwegian Financial Mechanism and the Beneficiary’s website as follows:

1. <https://www.eeagrants.bg/pokani/proczeduri-po-pms-118/2014> – the website of the EEA and Norway Grants for Bulgaria
2. <https://www.redcross.bg/announcement> – the website of the Bulgarian Red Cross Association.

IV. 2.3. Deadline for submission of Tenders

Date: **14.04.2021** (dd/mm/yyyy)

Time: **12:00 p.m.**

Tenders shall be presented in a sealed non-transparent envelope by the Applicant in person or through an authorized representative, or by post or other courier service with registered delivery against acknowledgment of receipt at:

1407 Sofia

76, James Bouchier Blvd.

Bulgarian Red Cross, Records Office

IV.2.4. Websites at which the Call can be found:

1. <https://www.eeagrants.bg/pokani/proczeduri-po-pms-118/2014> - the website of the EEA and Norway Grants for Bulgaria

2. <https://www.redcross.bg/announcement> (the website of the Assignor, if any)

IV.2.5. Tender validity

Until / / (dd/mm/yyyy)

or

in months: ☐☐☐ or days: 90 (from the deadline for receipt of Tenders)

IV.2.6. Terms and conditions for opening Tenders

Date: **15.04.2021** (dd/mm/yyyy)

Time: **11.00 a.m.**

Place (where applicable): 1407 Sofia 76, James Bouchier Blvd., Bulgarian Red Cross

Persons who may be present at the opening of Tenders

(Where applicable) **yes X** **no ☐**

Representatives of the Applicants or their duly authorized representatives

SECTION V: LIST OF DOCUMENTS THE TENDERS SHALL CONTAIN

A. Documents certifying the Applicant's legal status under Item III.2.1. of this explanatory document (Please note: The documents referred to in this item shall comply with those listed under Item III.2.1.):

1. Declaration with reference to the Unified Identification Code/Current Status Certificate and, in case of a natural person – an identity document. All Applicants who are not subject to registration with the Registry Agency shall attach an up-to-date legal status document – a Current Status Certificate – issued by a competent registration authority and, in case the Applicant is a natural person, a certified copy of their identity document;
2. Declaration under Article 22, Paragraph 2, Item 1 and Paragraph 6 of Council of Ministers Decree 118/2014 (Annex 2. Model Declaration under Article 22).
3. Consortium Creation Contract/Agreement for participation in the procedure (where the Applicant is a consortium, which is not a legal entity), explicitly specifying the procedure applied for and the person entitled to represent the consortium – in original form or a copy certified, signed, sealed by the Applicant and bearing the text “True to the original”.
4. Other documents (if applicable).

Any Bulgarian or foreign natural person or legal entity, or any consortium thereof, may, under the Council of Ministers Decree, apply.

B. Documents proving the economic and financial standing of the Applicant referred to under III.2.2 of this explanatory document (Please note: The documents referred to in this item shall comply with those listed under Item III.2.2.): Not applicable

1. Specific Turnover Declaration (Annex 3. Model Specific Turnover Declaration) on the specific turnover (the turnover relating to the subject of the Call) for the last three full financial years – signed and sealed by the Applicant. The declaration shall be presented in an original form.

Where necessary and at the discretion of the Assignor, additional documents may be requested to confirm what has been declared, such as: contracts, invoices, sales journals and other accounting documents.

C. Documents proving the technical capacity and qualification of the Applicant referred to under III.2.3 of this explanatory document (Please note: The documents referred to in this item shall comply with those listed under Item III.2.3.):

1. A list of deliveries, which are identical or similar to the subject of this Call, performed during the last 3 years, depending on the date on which the Applicant was established or has commenced

This document has been created within the "Innovative Community Care Models in Favour of People with Chronic Diseases and Permanent Disabilities" Project No. BGLD-1.001-0001, implemented with the support of the Financial Mechanism of the European Economic Area 2014-2021 under the "Local Development, Poverty Reduction and Improved Inclusion of Vulnerable Groups" Programme.

operations, including the amounts, dates and clients, accompanied by recommendations. The list shall be presented in original form and the recommendations – in original or copy, certified by the Applicant's signature and seal, and bearing the text "True to the original".

A model list (Annex 4. Model List of Similar Deliveries) is annexed to this documentation.

2. Model list of experts proposed by the Applicant (Annex 5. Model List of Experts Proposed). The list shall be provided in an original form, signed and sealed by the Applicant.

The list shall be accompanied by:

Curriculum vitae (Annex 6. Model European Curriculum Vitae Format), signed by the expert – in original form;

Model Expert Engagement Declaration (Annex 7. Model Expert Engagement Declaration) – in original form, signed by the respective expert;

Copy of the diploma, copy of the employment record book and/or social insurance book and/or recommendations, including other documents at the discretion of the Applicant proving compliance with the requirements of the Assignor – certified by "True to the original" text and signed and sealed by the Applicant.

If the documents are issued in a foreign language, they shall also be presented with a translation by a sworn translator in Bulgarian.

D. Other documents to be presented by the Applicant:

1. Tender (Annex 1. Model Tender);
2. List of sub-contractors who will be involved in the performance of the subject of the Procedure and the share of their participation (*if the Applicant has declared that the Applicant will use sub-contractors*);
3. Documents referred to under Items A.1, A.2, B, C, and D.2 for sub-contractors and all participants in the consortium as a whole;
4. Other documents and evidence (*to be given by the Beneficiary*):
 - 4.1. List of the documents contained in the Tender, signed and sealed by the Applicant.

SECTION VI: MISCELLANEOUS

1. Interested parties may request clarifications on the Call from the Beneficiary no later than 4 days prior to expiry of the term for the submission of Tenders.
2. The Assignor shall reply within 3 days of the date of receipt of the request.
3. Explanations shall be published following the procedure stipulated under Article 11, Paragraph 2 of Council of Ministers Decree 118/2014 within 3 days of the date of receipt of the request. Any clarifications published under Article 16, Paragraph 1 of Council of Ministers Decree 118/2014 shall form an integral part of this Call. Any clarifications given with regard to the Call shall be provided by the Beneficiaries of the respective Programme Operator for publication on the website of the Programme Operator concerned and shall be published on the Beneficiary's website, if any, within 3 days of the date of receipt of the request.
4. The Assignor may at any time verify the particulars supplied by the Applicants, request clarifications concerning the Tender and the documents submitted with it, and request additional evidence of the circumstances mentioned in the Tender to be provided in writing, within a specified period of time.