

SUPPLY CONTRACT NOTICE

Supply of Venue for Business Center in Serbia for the Implementation of the Project 'EU Support to REDI Phase II: Advancing Roma Entrepreneurs in the Western Balkans and Turkiye'

1. Reference

IPA III/2024/457-197/SRB-002

2. Procedure

Simplified

3. Programme title

Instrument for Pre-accession Assistance (IPA) III – Performance

4. Financing

European Union

5. Contracting authority

Roma Entrepreneurship Development Initiative REDI Serbia

CONTRACT SPECIFICATION

6. Nature of contract

Unit price - Price per month

7. Contract description

This agreement is concluded for the rental of space for the needs of implementing the activities of the Business Center. The space should have a meeting room and a minimum of two offices.

8. Number and titles of lots

This contract is divided into lots: no

PROVISIONAL TIMETABLE

9. Provisional commencement date of the contract

01.06.2025

10. Implementation period of the tasks

01.06.2025-31.08.2027

SELECTION AND AWARD CRITERIA

11. Selection criteria

Capacity-providing entities

An economic operator (i.e. candidate or tenderer) may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links it has with them. If the economic operator relies on other entities, it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment by 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 relying on them and must comply with the selection criteria for which the economic operator relies on them. **Furthermore, the data for this third entity for the**

relevant selection criterion should be included in a separate document. Proof of the capacity will also have to be provided when requested by the contracting authority.

With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the tasks for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the economic operator relies, become jointly and severally liable for the performance of the contract

The following selection criteria will be applied to the tenderers. **In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise.** The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

- 1) **Economic and financial capacity of the tenderer** (based on item 3 of the tender form). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be **the last three financial years for which accounts have been closed.**

The selection criteria for each tenderer are as follows:

- will not be economically dependent on the contracting authority in the event that the contract is awarded to it;
- has sufficient financial stability to handle the proposed contract;
- if applicable, the average annual turnover of the tenderer for the last three financial years must exceed the annualised maximum budget of the contract i.e. the maximum budget stated in the contract notice divided by the initial contract duration in years, where this exceeds 1 year (minimum annual turnover requested may not exceed 2 times the estimated annual contract value, except in duly justified cases motivated in the tender dossier); and
- if applicable, current ratio (current assets/current liabilities) in the last year for which accounts have been closed must be at least 1. In case of a consortium this criterion must be fulfilled by each member.

12. Award criteria

Price (or, if appropriate after prior approval, the best price-quality ratio which is a combination of quality and price).

TENDERING

13. Deadline for submission of tenders

The deadline for submission of tenders is within 30 days from the date of publishing. The deadline can be extended to the next working day if the deadline is a non-working day.

14. Tender format and details to be provided

Tenders must be submitted using the standard tender form.

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

[https://wikis.ec.europa.eu/display/ExactExternalWiki/Annexes#Annexes-AnnexesA\(Ch.2\):General](https://wikis.ec.europa.eu/display/ExactExternalWiki/Annexes#Annexes-AnnexesA(Ch.2):General)

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

15. How tenders may be submitted

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 10 of the instructions to tenderers.

Tenders submitted by any other means will not be considered.

By submitting a tender, tenderers accept to receive notification of the outcome of the procedure by electronic means.

16. Alteration or withdrawal of tenders

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 15 of the instructions to tenderers.

17. Operational language

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

18. Additional information

Financial data to be provided by the candidate in the standard application form must be expressed in RSD.