**Additional information about the Contract Notice**

**Purchase and Installation of Solar Power Plants  
Sombor/ Republic of Serbia**

1. **Nature of contract**

**unit price**

1. **Programme title**

Interreg VI-A IPA programme Croatia – Serbia

1. **Financing**

Financing agreement, Subsidy contract HR-RS000158, Budget line Equipment

1. **Legal basis, eligibility and rules of origin**

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For IPA III 2021/1529[[1]](#footnote-1):

The legal basis of this procedure is Regulation (EU) No 2021/1529 establishing the Instrument for Pre-accession Assistance (IPA III). See Annex a2a1 of the practical guide.

For this contract award procedure, participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping – consortium – of candidates/tenderers) which are effectively established in a  Member State of the European Union or in an eligible country or territory as defined under Article 11 of Regulation (EU) No 2021/1529 establishing the Instrument for Pre-accession Assistance (IPA III).

Participation is also open to international and regional organisations.

All supplies under this contract may originate in any country.

Regulation (EU) 2021/1059 of the European Parliament and of the Council of 24 June 2021 on specific provisions for the European territorial cooperation goal (Interreg) supported by the European Regional Development Fund and external financing instruments (Interreg Regulation),

Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012, Interreg VI-A IPA programme Croatia – Serbia.

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1. **Candidature**

**All eligible natural and legal persons (as per item 4 above) or groupings of such persons (consortia) may participate or tender.**

**A consortium may be a permanent, legally established grouping or a grouping which has been constituted informally for a specific procurement procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the contracting authority.**

**The participation or tender of an ineligible natural or legal person will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.**

1. **Number of requests to participate or tenders**

**No more than one request to participate or tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting a request to participate or tender). In the event that a natural or legal person submits more than one request to participate or tender, all requests to participate or tenders in which that person has participated will be excluded.**

In case of lots, the candidates or tenderers may submit only one request to participate or tender per lot. Contracts will be awarded lot by lot and each lot will form a separate contract. If the tenderer is awarded more than one lot, a single contract may be concluded covering all those lots.

1. **Grounds for exclusion for service and works contracts under restricted procedure: N/A;**

Tenderers must submit the signed Declaration on Honour on Exclusion and Selection Criteria (Annex A14a) together with their tender, confirming they are not in any of the exclusion situations listed in Section 2.4.2.1. of the Practical Guide (PRAG 2025).

1. **Sub-contracting**

Sub-contracting is not allowed.

1. **Number of candidates to be short-listed**

**N/A**

1. **Short-list alliances prohibited**

**N/A**

1. **Provisional date of invitation to tender**

30.04.2025.

1. **Provisional commencement date of the contract**

The date on which implementation of the tasks shall begin is the date of the signature of the Contract by both parties. August 2025.

1. **Period of implementation of tasks**

The period of implementation of the tasks is 90 calendar days from the commencement date of the contract until the provisional acceptance.

1. **Language of the procedure**

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

1. **Additional information**

Financial data to be provided by the candidate in the standard application form must be expressed in EUR or RSD. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR shall be made in accordance with the InforEuro exchange rate of month of launching of tender procedure, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.

**SELECTION AND AWARD CRITERIA**

1. **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 which 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 fulfil the selection criteria for which the economic operator relies on them. **Furthermore, the data for this third entity for the relevant selection criterion should not be included in the request to participate form but 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.

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The selection criteria should be clear, non-discriminatory, related to the subject matter of the contract and proportionate. The criteria below correspond to data requested from the candidate or tenderer in the request to participate or tender form. The criteria should be verifiable and be defined in such a manner that the candidate or tenderer is able to provide documentary evidence to prove that it fulfils the relevant selection criteria.

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

The candidate shall not use previous experience which caused breach of contract and termination by a contracting authority as a reference for selection criteria.

#### In case of either a contract without lots, or a contract divided into lots whereby no different minimum levels of capacity are set for each lot:

#### The selection criteria for each tenderer are as follows:

1. Economic and financial capacity of tenderer(based on i.a. item 3 of the Tender Form for a Supply Contract). 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 years for which accounts have been closed.

The selection criteria for each tenderer are as follows:

Criteria for legal persons:

* the average annual turnover of the tenderer must exceed the value of financial offer

1. Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract). The reference period which will be taken into account will be the last 3 years from submission deadline.

Criteria for legal persons:

* the tenderer has at least 8(eight) staff engaged to perform this contract, who currently work for the tenderer in fields related to this contract, regardless of the type of contract for the staff engagement, of which at least
  + - 1 Electro-technical engineer with licence 450 (or equivalent)
    - 1 Civil engineer with licence 410, or licence 411 (or equivalent)
    - 6 employees, currently working for the tenderer in fields related to this contract of which at least 5 have medical clearance to work on heights

Regardless of the staff number the tenderer shall ensure enough manpower for proper, timely and quality implementation of the contract.

1. Technical capacity of tenderer *(*based on i.a. items 5 and 6 of the Tender Form for a Supply Contract). The reference period which will be taken into account will be the last 3 years from submission deadline.

This means that the contract the tenderer refers to could have been started or completed at any time during the indicated period, but it does not necessarily have to be started and completed during that period, nor implemented during the entire period. Tenderers are allowed to refer either to projects completed within the reference period (although started earlier) or to projects not yet completed. In the first case the project will be considered in its whole if proper evidence of performance is provided (statement or certificate from the entity which awarded the contract, final acceptance). In case of projects still on-going only the portion satisfactorily completed during the reference period will be taken into consideration. This portion will have to be supported by documentary evidence (similarly to projects completed) also detailing its value.

Criteria for legal persons:

* the tenderer has delivered supplies under at least 1 (one) contract of at least equal to offer of the tenderer, in the field related to this contract which was implemented at any moment during the following period: three years preceding the submission deadline.
* The tenderer has successfully completed at least the one solar energy production facility with at least 250 kW power during the following period: last three years

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1. **Award criteria**

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

**PARTICIPATION**

1. **Requests to participate format and details to be provided**

N/A

1. **How requests to participate may be submitted**

**In order to participate, economic operators will not need to register in the** European Commission's[Participant Register](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register)- an online register of organisations participating in EU calls for tenders orproposals (PIC registration). Therefore the PIC number will not need to be filled in in the request to participate form (Annex b3) and tender form (Annex b8n).

Requests to participate must be submitted in English exclusively to the contracting authority in a sealed envelope.

* Either by post or by courier service, in which case the evidence shall be constituted by the postmark or the date of the deposit slip, to:

Marijana Rilke

City of Sombor, Trg cara Uroša 1,

25000 Sombor, Republic of Serbia

E-mail: [marijana.rilke@sombor.rs](mailto:marijana.rilke@sombor.rs)

* OR hand delivered by the participant in person or by an agent directly to the premises of the contracting authority in return for a signed and dated receipt, in which case the evidence shall be constituted by this acknowledgement of receipt, to:

Marijana Rilke

City of Sombor, Trg cara Uroša 1,

25000 Sombor, Republic of Serbia

E-mail: [marijana.rilke@sombor.rs](mailto:marijana.rilke@sombor.rs)

08:00 - 15:00 CET

The contract title and publication reference (see contract notice) must be clearly marked on the envelope containing the request to participate and must always be mentioned in all subsequent correspondence with the contracting authority.

Requests to participate submitted by any other means will not be considered.

1. **Deadline for submission of requests to participate**

The candidate’s attention is drawn to the fact that there are two different systems for sending requests to participate: one is by post or private mail service, the other is by hand delivery.

In the first case, the request to participate must be sent before the date and time-limit for submission, as evidenced by the postmark or deposit slip[[2]](#footnote-2), but in the second case it is the acknowledgment of receipt given at the time of the delivery of the request to participate that will serve as proof.

**The deadline for submission of requests to participate can be found in the contract notice**.

Any request to participate sent to the contracting authority after this deadline will not be considered. The contracting authority may, for reasons of administrative efficiency, reject any request for participation submitted on time but received, for any reason beyond the contracting authority's control, after the effective date of approval of the short-list report, if accepting requests to participate that were submitted on time but arrived late would considerably delay the evaluation procedure or jeopardise decisions already taken and notified.

1. **Clarifications on the contract notice**

Any request for clarifications must be made in writing through the F&T Portal[[3]](#footnote-3)*.* This concerns request for clarifications about the contract notice and also request for clarifications about the content of the document called “Additional information to the contract notice.” F&T Portal login is required to be able to create and submit a question. Clarifications can be requested by clicking “Create a question” in the Questions & Answers tab at the latest 21 days before the deadline for submission of requests to participate stated in **the contract notice**.

Clarifications will be published on F&T Portal at the latest 8 days before the deadline for the submission of requests to participate. The website will be updated regularly and it is the candidates responsibility to check for updates and modifications during the submission period.

1. **Outcome of the evaluation**

By submitting a request to participate candidates accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received on the date upon which the contracting authority sends it to the electronic address referred to in the request to participate form.

1. **Alteration or withdrawal of requests to participate**

Candidates may alter or withdraw their requests to participate by written notification prior to the deadline for submission of requests to participate. No requests to participate may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with precedent item. The outer envelope (and the relevant inner envelope if used) must be marked ‘Alteration’ or ‘Withdrawal’ as appropriate.

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1. Regulation (EU) 2021/1529 of the European Parliament and of the Council of 15 September 2021 establishing the Instrument for Pre-Accession assistance (IPA III); OJ L 330, 20.9.2021, p. 1. [↑](#footnote-ref-1)
2. It is recommended to use registered mail in case the postmark would not be readable. [↑](#footnote-ref-2)
3. <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home> [↑](#footnote-ref-3)