

## CONTRACT NOTICE

WORKS

SUPPLIES

SERVICES

According to Article 40 of Law No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092

Date of the preparation of the Notice: 28.05.2020

Procurement No	212-20-2216-2-1-1
Internal No	212 20 007 211

This notice has been prepared in the LANGUAGES:

Albanian



Serbian



English



### SECTION I: CONTRACTING AUTHORITY

#### I.1) NAME AND ADDRESS OF THE CONTRACTING AUTHORITY (CA)

Official name: Ministry of Local Government Administration		
Postal address: Ndertesa e ish Rilindjes kati 12		
Town: Prishtinë	Postal code: 10000	Country: Kosovo
Contact point(s): Shkelzen Hoxha		Telephone: 038 200 35 614
Email: Shkelzen.hoxha@rks-gov.net		Fax:
Internet address (if applicable): <a href="https://mapl.rks-gov.net">https://mapl.rks-gov.net</a>		

Yes  No

The contract covers joint procurement

The contract is awarded by Central Procurement Agency

Yes  No

If yes, specify the identities of all Contracting Authorities entitled to Call-off under the terms of the contract or refer to an Annex:

### SECTION II: OBJECT OF THE CONTRACT

## II.1) DESCRIPTION

<b>II.1.1) Contract title attributed by the contracting authority:</b> <b>Maintenance and development of IT systems</b>		
<b>II.1.2) Type of contract and location of works, place of delivery or of performance</b> <i>(Choose one category only - works, supplies or services - which corresponds to the main part of the specific object of your contract)</i>		
<input type="checkbox"/> <b>Works</b>	<input type="checkbox"/> <b>Supplies</b>	<input checked="" type="checkbox"/> <b>Services</b>
<input type="checkbox"/> Execution <input type="checkbox"/> Design and execution <input type="checkbox"/> Realisation, by whatever means, of work, corresponding to the requirements	<input type="checkbox"/> Purchase <input type="checkbox"/> Lease <input type="checkbox"/> Rental <input type="checkbox"/> Hire purchase <input type="checkbox"/> A combination of these	
Main site or location of works or main place of delivery or main place of performance <b>At the request of the MLGA</b>		
<b>II.1.3) The notice involves</b>  The establishment of framework agreement <input checked="" type="checkbox"/>		
<b>II.1.4) Information on framework agreement (if applicable):</b>  Framework agreement with single operator <input checked="" type="checkbox"/>  Framework agreement with several operators <input type="checkbox"/>  <b>Execution of the Contract:</b>  Call offs/Place Orders <input checked="" type="checkbox"/>  Subsidiary Contracts/Mini-competition <input type="checkbox"/>  <b>Duration of framework agreement: in months 36</b>		
<b>II.1.5) Short description of the object of the contract</b> <b>Mirmbajtje dhe zhvillim të sistemeve të IT-së</b>		
<b>II.1.6) Common Procurement Vocabulary classification (CPV)</b> <b>93000000-8</b>		

**II.1.7) Variants are accepted**Yes  No **II.1.8) Division into lots**Yes  No *If yes, tenders may be submitted for (tick one box only)* one lot only  all lots**II.1.9) Information about lots (if applicable)**

Lot no	Lot title	Short description

**The maximum number of Lots that may be awarded to one Economic Operator is:****II.1.10) Estimated contract value: 130,000.00****II.2) QUANTITY OR SCOPE OF THE CONTRACT****Total quantity or scope (including all lots and options if applicable)**

**Maintenance (includes 3 years, August 2020 - July 2023) Maintenance of the intranet system for 38 municipalities of the Republic of Kosovo Maintenance of the MLGA website and the websites of 38 municipalities of the Republic of Kosovo (38) Maintaining the Legality Reporting and Evaluation System (MLGA) Development of IT Systems (includes the 2-year period, 2021 and 2022) Municipal and MLGA websites Legal Reporting and Evaluation System (MLGA) Refer to the Compulsory Technical Specification**

**II.3) DURATION OF THE CONTRACT OR TIME LIMITS FOR COMPLETION**Duration in months *or* days (from the award of the contract)*or*

Starting

Completion

**SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION****III.1) CONDITIONS RELATING TO THE CONTRACT****III.1.1) Performance security required**Yes  No *If yes, amount of performance security EUR or 10 % of contract value.***III.1.2) Legal form to be taken by grouping of economic operators to whom the contract is to be awarded (if applicable)**

**III.1.3) Other particular conditions to which performance of the contract is subject**Yes  No *If yes, description of particular conditions***III.2) CONDITIONS FOR PARTICIPATION**

<b>III.2.1) Eligibility Requirements:</b>  <b>1. The economic operator must meet the requirements on the suitability of Law no. 04 L042, Article 65.</b>	<i>Documentary evidence required:</i>  <b>1. Declarations under oath that the economic operator meets the requirements on the suitability of Law no. 04 L-042, Article 65, as mentioned in Part, shall be submitted in the form</b>
<b>2. A certificate from the tax administration of the country of establishment of the economic operator, that the economic operator in question is not late for the payment of taxes at least until the last quarter of the year before the publication of the contract notice. (EO should act according to the PPRC notification dated 30.03.2020 please refer to this notice).</b>	<b>2. Refer to the Operator's copy The economist proposes to you contracts and agreements of the Authority Contracts for publicity in Njoftimit mbi Vendimin e Autoritetit Kontraktues .. (OE duhet The date of the boar is the date of the KRPP 30.03.2020 ju lutem referojuni këtijë njoftimi).</b>
<b>2. A certificate from the tax administration of the country of establishment of the economic operator, that the economic operator in question is not late for the payment of taxes at least until the last quarter of the year before the publication of the contract notice. (EO should act according to the PPRC notification dated 30.03.2020 please refer to this notice</b>	<b>3.Vertetimin nga Gjykata kompetente apo administrative authorities to sell them the tender. - Please read the document Competent authorities are required to operate economic and economic “Körkesat e pershtatshmerise ”- this is the first thing to do it is not tremujorin e fundit përpara dorëzimit të tender. (OE duhet të veprojnë sipas njoftimit të KRPP-së të dates 30.03.2020 ju lutem referojuni këtijë njoftimi).</b>
<b>III.2.2) Professional Suitability:</b>  <b>1. The economic operator shall not be registered in the register professional, commercial and registrar e There are only a few of them.</b> <b>2. Registers and Numrit Fiskal.</b> <b>3. Registers and TVSH.</b>	<i>Documentary evidence required:</i>  <b>1. Certificate and registration of business- (copy)</b> <b>2. Certificate e numrit fiscal- (copy).</b> <b>3. The certificate is TVSH (copy).</b>
<b>III.2.3) Economic and financial capacity</b>  <b>1. Financial turnover from a licensed bank in the amount of € 260,000.00, in the last 3 (three) years before the date of contract notice.</b>	<i>Documentary evidence required:</i>  <b>1. Financial report from one or more Banks.</b>
<b>III.2.4) Technical and professional capacity</b>  <b>1. The economic operator must provide evidence that it has successfully completed at least 1 software project developed and completed.In the last 3 years before the contract notice date,</b> <b>2. At least 2 full-time IT developers, each of whom has at least 3 years of work experience in</b>	<i>Documentary evidence required:</i>  <b>1. A list of services performed in the last 3 years before the date of contract notice, The evidence and reference of the project realized completed and documented, which document the experience, must be attached submitted;</b> <b>2.1 Key Expert 1 Team Leader Qualifications and Skills • Bachelor or Master, degree in</b>

<p>the field of Mircrosoft.NET and ASP.NET or any other platform proposed by the contractor;</p>	<p>Computer Science Computer Engineering; • Microsoft certifications in SQL Server and ASP.NET or equal certification for the proposed platform; • WordPress certification; • Microsoft Certificate of System Administration or Equal Certificate of Proposed Solution. Experience • At least 3 years of experience in managing similar projects; • Experience in developing online applications on the proposed platform; • Experience in developing websites; • Work experience with Microsoft SQL Server or other proposed platforms; • Experience in the development of Internet services and APIs; • CV; 2.2 Key Expert 2 IT Program Developer Qualifications and Skills • Bachelor or Master, degree in Computer Science Computer Engineering; • Microsoft certifications in SQL Server and ASP.NET or equal certification for the proposed platform; • WordPress certification; • Microsoft Certificate of System Administration or Equal Certificate of Proposed Solution. Experiences • At least 3 years of experience in managing similar projects; • Experience in developing online applications on the proposed platform; • Experience in developing websites; • Work experience with Microsoft SQL Server or other proposed platforms; • Experience in the development of Internet services and APIs; • CV</p>
<p>3. ISO 9001 2008 for quality management;</p>	<p>3. Certificate (copy)</p>
<p>4. ISO 27001 for system security;</p>	<p>4. Potvrda (kopija)</p>

### III.3) CONDITIONS SPECIFIC TO SERVICE CONTRACTS

<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p><b>III.3.1) Execution of services is reserved to a particular profession</b></p> <p><i>If yes, reference to the relevant law, regulation or administrative provision</i></p>
<p><b>III.3.2) Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

## SECTION IV: PROCEDURE

### IV.1) TYPE OF PROCEDURE

<p><b>IV.1.1) Type of Procedure</b></p>	
<p><input checked="" type="checkbox"/> Open</p>	
<p><input type="checkbox"/> Restricted</p>	
<p><input type="checkbox"/> Competitive Negotiated</p>	
<p><input type="checkbox"/> Price Quotation</p>	
<p><b>IV.1.2) Limitations on the number of the operators who will be invited to tender (restricted or</b></p>	

*competitive negotiated procedure)*

On the basis of the applications received, at most 6 candidates will be invited to submit detailed tenders for this contract. If more than 6 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates shall be re-examined to identify the six best applications for the tender procedure. The only factors which will be taken into consideration during this re-examination are:

**IV.1.3) Reduction of number of the operators during the negotiations** (*competitive negotiated procedure*)

Yes  No

Conduct the negotiations in successive stages in order to reduce the number of the tenders

The Contracting Authority will award the contract based on the initial

Yes  No

tenders without negotiations

IV.1.4) The minimal number of candidates that will be invited to submit the initial tenders is

**IV.1.5) Information about electronic auction**

Electronic auction will be used: Po  Jo

Additional information about electronic auction:

**IV.2) AWARD CRITERIA**

**Lowest price**

*or*

**The most economically advantageous tender in terms of**

**IV.3) ADMINISTRATIVE INFORMATION**

**IV.3.1) Previous publications concerning the same contract**

Yes  No

*If yes,*

Prior Indicative Notice: of

Other publications (*if applicable*):

of

of

Yes  No

<p><b>Payable documents</b></p> <p><i>If yes</i>, price EUR</p> <p>Terms and method of payment:</p>
<p><b>IV.3.2) Time limit for receipt of <i>tenders / applications</i>:</b></p> <p><i>date</i> <b>08.07.2020</b> <i>time</i> <b>14:00:00</b> <i>place</i> <b>Construction of the former Renaissance floor 12</b></p>
<p><b>IV.3.3) Time limits is shortened for submission of <i>tenders / applications</i>:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><i>If yes</i>, provide justification:</p>
<p><b>IV.3.4) Is tender security needed:</b></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><i>If yes</i>, the value of tender security <b>1,300.00</b></p> <p>Validity of tender security in days <b>120</b> or months</p>
<p><b>IV.3.5) Tender validity period:</b> Until: date: days <b>90</b> or months</p>
<p><b>IV.3.6) Tender opening meeting:</b></p> <p><i>date</i> <b>08.07.2020</b> <i>time</i> <b>14:00:00</b> <i>place</i> <b>Construction of the former Renaissance floor 12</b></p>

## SECTION V: COMPLEMENTARY INFORMATION

### V.1) COMPLAINTS

Any interested party may file a complaint with the Contracting Authority according to article 108/A of the Law No. No. 04/L-042 on Public Procurement of the Republic of Kosovo, amended and supplemented with the law No. 04/L-237, law No. 05/L-068 and law No.05/L-092, at the address specified in Section I of this Contract notice.

### V.2) ADDITIONAL INFORMATION

**Note:** Economic operators will be entitled to submit a tender, request to participate and other documents required or permitted to be filed during the conduct of a procurement activity in Albanian, Serbian or English.

*Add other information: [such as pre-bid conference, site visit etc]*