

ИЗХ. № 1203 / 26.10.2018г.  
ОП НО ПОРК



PUBLIC PROCUREMENT AGENCY

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## CONTRACT NOTICE

for public procurement of value, as envisaged in Article 20(3) PPA

Contract notice number: [ ]

**Contracting Authority:** The Permanent Representation of the Republic of Bulgaria to the UN - New York, USA

**Organizational unit:**

**Publication in Public Procurement Register:** No.2248

**Address:** 11 East, 84th Street, New York, NY 10028, USA

**Contact person:** Svilen Popov

**Telephone:** +1 212 737 4790; + 1 917 459 4928

**Email:** Svilen.POPOV@mfa.bg

**Access to the procurement documentation is restricted:** ☐ Yes ☒ No

**For more information please contact:**

☒ The contact point(s) indicated above:

☐ Another address: *(please indicate the other address)*

**Submission of documents and tenders via electronic means accepted:** ☐ Yes ☒ No

**Object of the procurement:**

☒ Works

☐ Supply

☐ Services

**Subject matter of the procurement:** "Replacement of the exterior windows and doors of an apartment building, forming part of the immovable properties, owned by the Republic of Bulgaria outside the country, provided for administration to the MFA, with address: 328 East 86th Street, New York, NY 10028, USA"

**Brief description:** [Replacement of all exterior windows and doors in an edifice - apartment building, property of the Bulgarian state, with address: 328 East 86th Street, New York, NY 10028, USA, in accordance with attached list and scheme of doors and windows, of an approximate area of 380 sq. m (4,090 sq.ft.) and restoration of the ledges, damaged in the process of installation of the old frames (facing and openings), the window sills and reveals. The precise dimensions of each of the elements will be specified in the process of taking of the actual measurements on site. The indicative dimensions, the manner of opening and the window and door types are shown in the scheme attached - for each of them individually. The frames articulation, the manner of opening and the color (dark brown - to match the existing frames), will remain unchanged, in order to preserve the overall appearance of the facade. The tenders may concern aluminum frames with interrupted thermal bridge or without interrupted thermal bridge.

bridge.

- The companies must attach to their tenders quality certificates and declarations of conformity of all input materials and elements, including hardware, mechanisms, seals, brushes, glazed units, fixing devices, materials for finishing works, in accordance with the applicable normative framework and the requirements in the respective administrative district.

- The tenders must certainly be accompanied also by certificates of original type testing of the products, conducted by the respective licensed laboratories, as well as of sound insulation, heat insulation, fire resistance, tightness to water, in accordance with the standards of the applicable normative framework of the respective administrative district.]

**Location of performance:** 328 East 86th Street, New York, NY 10028, USA

**Total estimated contract value:** 281 561 US Dollars, excluding taxes and charges (475 714,20 leva).

**Lots (where applicable):** ☐ Yes ☒ No

**Conditions, which the tenderers must meet (where applicable):**  
**incl.:**

Having qualification to practice a professional activity:

- Holding of license to perform construction activities, issued by the New York City Department of Buildings of the government of New York City;
- Holding permit from the government of New York City to implement activities for rendering the works safe - issued in regard to the tenderer and the subcontractor, if it is envisaged to employ such depending on the type and share of the contract.

Economic and financial standing:

- Total insurance against civil liability: must be in the amount of at least 1 mln. US Dollars per insured event;
  - Workers' compensation insurance: In order to be eligible to obtain renewal of permit the tenderer must hold and maintain workers' compensation insurance
- Disability insurance - as a condition for issuance and renewal of permit

Technical and professional ability:

The tenderer must have implemented, in the last 5 (five) years prior to the date of submission of the tenderer, a minimum of 2 activities with subject matter and volume, identical or similar to the subject matter of the procurement.

*Identical or similar to the subject matter of the procurement shall denote works: replacement and/or installation of new windows and doors in buildings - in the value of at least 300,000 US Dollars.*

To prove compliance with this requirement, the tenderer shall submit a list of works, identical or similar to the subject matter of the procurement, together with certificates of satisfactory execution, in relation to a period not exceeding the last: 5 years prior to the date of submission of the tender - in regard to works - containing a minimum of 2 activities with subject matter and volume, identical or similar to the subject matter of the procurement - according to template 5.

At least one of the persons must hold certificate for installation of windows and doors – InstallationMasters and/or equivalent, issued by persons authorized for such purpose (at least for one of the persons, who will perform the activities under the subject matter of the procurement)

To prove compliance with this requirement, the tenderer shall submit a List of the individuals, who will perform the works, where at least one of the persons must hold certificate for installation of windows and doors – InstallationMasters and/or equivalent, issued by persons authorized for such purpose (at least for one of the persons, who will perform the activities under the subject matter of the procurement) - in free format.

Visual examination of the project:

Each tenderer shall be entitled to carry out a visual examination of the project. Visual examinations may take place on business days, from 10:00 to 12:00 a.m. and from 2:00 to 4:00 p.m., until the tender submission deadline indicated in the notice, after a prior request for fixing the date and hour of the visual examination. The request must be submitted at least 3 days before the date desired for conducting the visual examination to the email address of the contact person, indicated in this notice.

A maximum of two representatives of the tenderer may take part in the visual examination, each of whom shall present the following documents:

- identity document;
- express power of attorney for conducting the visual examination from the representative of the company/consortium/individual - in cases of authorization.

A record shall be drawn up of the visual examination conducted in two identical copies - one for the Contracting Authority and one for the tenderer.

The offers of tenderers, who omitted to conduct a visual examination, shall not be admitted to evaluation.

**Information concerning reserved procurements***(where applicable):*

☐ The procurement is reserved for specialized enterprises or co-operatives of handicapped individuals or for persons, whose main goal is social integration of handicapped individuals or of disadvantaged individuals

☐ The fulfilment of the procurement is limited to the framework of programs for sheltered employment

**Award criterion:**

☐ Optimal cost/quality ratio based on:

☐ Price and quality indicators

☐ Costs and quality indicators

☐ Level of costs

☒ Lowest price

**Deadline for receipt of the tenders:**

Date: 12/11/2018

Hour 5:30 p.m.

**Validity term of the tenders:**

Date: 12/02/2019

Hour: 5:30 p.m.

**Date and hour of opening of the tenders:**

Date: 13/11/2018

Hour: 2:00 p.m.

**Place of opening of the tenders:** 11 East, 84th Street, New York, NY 10028, USA

**Information concerning European Union resources:**

The public procurement is in connection with a project and/or program, financed by resources from

European funds and programs: ☐ Yes ☒ No

Identification of the project, where applicable: [.....]

**Other information**

The tender must contain the following documents:

1. **Appendix No. 1** – List of documents included in the tender – template;
2. **Appendix No. 2** – Proposal for the implementation of the public contract – template;
3. **Appendix No. 3** – Administrative details of the tenderer - template;
4. **Appendix No. 4** – Declaration under Article 97(5) IRPPA concerning the circumstances under Article 54(1), items 1, 2 and 7 PPA - template;
5. **Appendix No. 4a** – Declaration under Article 97(5) IRPPA concerning the circumstances under Article 54(1), items 3-5 PPA - template;
6. **Appendix No. 5** – List of works, identical or similar to the subject matter of the procurement, together with certificates of satisfactory execution – template;
7. **Appendix No. 6** – Tenderer's Technical Proposal - template;

**8. Appendix No. 7** – Tenderer's Price Proposal - template;

**9. Appendix No. 8** – Declaration under Article 3, item 8 and Article 4 of the Economic and Financial Relations with Companies Registered in Preferential Tax Regime Jurisdictions, the Persons Controlled Thereby and their Beneficial Owners Act - template;

**10. Appendix No. 9** – Statement of agreement with the clauses of the Draft contract – template;

**11.** List of the individuals, who will perform the works – in free format;

**12. Appendix No. 11** – Declaration concerning visual examination of the project;

**13. Appendix No. 12** – Request for visual examination of the project;

In view of the fact that the location of performance of the procurement is in the territory of the USA, payments in connection with the performance of the contract shall be made in US Dollars and the maximum estimated contract value must not exceed 281 561 US Dollars, excluding taxes and charges (475 714,20leva).

The Technical Specification and the Draft contract shall be included in the attachment to the notice, published in the buyer's profile and represent integral part thereof.

For the purposes of evaluation of the tenderers' offers "lowest price" shall denote the lowest offered price for comprehensive performance of the contract.

Performance term - up to 90 (ninety) calendar days, as of the execution of the contract.

Validity term of the tenders: 3 months, as of the deadline for receipt of the tenders.

Location of performance of the procurement - 328 East 86th Street, New York, NY 10028, USA

Tenders may be submitted by Bulgarian or foreign individuals or legal entities, including consortia thereof, who meet the requirements of PPA, the Implementing Regulations of the Public Procurement Act (IRPPA), the requirements of the Contracting Authority and of the normative acts, related to the performance of the procurement.

Any tender shall be submitted in Bulgarian or English language in a sealed nontransparent PACKAGE by the tenderer or by a representative authorized by him – either personally or by post or other courier service, by registered consignment with acknowledgement of receipt, at the

following address: 11 East, 84th Street, New York, NY 10028, USA

The following shall be inscribed on the package:

- the name/designation of the tenderer, including the participants in the consortium, where applicable;
- mailing address, telephone and, if possible, fax number and electronic address;
- the procurement name, as follows:

**“Replacement of the exterior windows and doors of an apartment building, forming part of the immovable properties, owned by the Republic of Bulgaria outside the country, provided for administration to the MFA, with address: 328 East 86th Street, New York, NY 10028, USA**

The tenders shall be opened at a public session at the building of The Permanent Representation of the Republic of Bulgaria to the UN at: 11 East, 84th Street, New York, NY 10028, USA and the participants in the procedure or their authorized representatives shall be entitled to attend it.

**Date of the contract notice**

Date: 26/10/2018

**Contracting Authority**

**Full names: Georgi Panayotov**

**Position: Ambassador, Permanent Representative of the Republic of Bulgaria to the UN**

Заличено на осн.  
чл.2 от 33ЛД

