



Support for structured policy dialogue, coordination of the  
implementation of the Association Agreement and enhancement of  
the legal approximation process  
EuropeAid/139112/DH/SER/MD



## CONTRACT NOTICE

### **CALL FOR TENDER: GENERAL INFORMATION**

#### **I.1) Name and address Contracting Authority**

Official name: DAI Global Austria – on behalf of the European Union, for the benefit of the Government of the Republic of Moldova  
Postal address: Lothringerstr. 16  
Town: Vienna  
Postal Code: 1030  
E-mail: [tender@ta-md-association.eu](mailto:tender@ta-md-association.eu)  
Internet address: www.dai.com

#### **II.1) Title:**

Design, development and implementation of an Information System for “e-Monitoring”

#### **II.2) Type of contract**

Services

#### **II.3) Short description of the contract**

A specialist firm is required to carry out the activities of designing, development and implementation of the Information System “e-Monitoring” (an integrated information system, which will include the entire strategic planning framework, in general, and the planning and monitoring of progress in the implementation of the RM-EU/DCFTA Association Agreement and the commitments arising from the EU candidate country status, particularly). DAI is undertaking a competitive selection process to identify and contract a suitably qualified and experienced firm.

IS “e-Monitoring” will be a Government to Government (G2G) and Government to Citizens (G2C) solution, aimed to ensure the transition from the traditional paper-based business processes to extensive digitization of the planning, reporting, and monitoring activities necessary to strengthen the integration efforts of the Republic of Moldova with the European Union by making institutional collaboration more efficient.

#### **II.4) Estimated total value**

Value excluding VAT: 300.000 Euro.

#### **II.5) Type of Procedure**

Restricted.



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## **II.6) Place of performance**

Geographical zone benefitting from the action: Republic of Moldova

## **II.7) Award Criteria**

Technical criteria 80%, Price 20%

## **II.8) Time limit for requests to participate (expressions of interest)**

Date: 02 January 2024

Time: 18:00h Moldovan local time.

## **IV.2.6) Minimum time frame during which the tenderer must maintain the tender (period of validity of the proposal)**

Duration in months: 3 months from the deadline for the submission of proposals.

## **CALL FOR TENDER: ADDITIONAL INFORMATION**

### **1. Eligibility**

For this contract award procedure, financed by the European Commission, participation is open to all 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 8 of Regulation (EU) No 236/2014 establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable instrument under which the contract is financed. Please contact the Contracting Authority in case of doubt.

### **2. Candidature**

All eligible legal persons 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 partners of a consortium (i.e., the leader and all other partners) are jointly and severally liable to the contracting authority. The participation or tender of an ineligible 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.

### **3. Number of requests to participate or tenders**

No more than one request to participate or tender can be submitted by a legal person whatever the form of participation (as an individual legal entity or as leader or partner of a consortium submitting a request to participate or tender). In the event that a legal person submits more than one request to participate or tender,



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all requests to participate or tenders in which that person has participated will be excluded.

#### **4. Grounds for exclusion**

Candidates must submit a signed declaration, included in the request to participate form (see below section 13).

#### **5. Sub-contracting**

Sub-contracting is not allowed.

#### **6. Number of candidates to be short-listed**

On the basis of the request to participate received, between 4 and 8 candidates will be invited to submit detailed tenders for this contract. If the number of eligible candidates meeting the selection criteria is less than the minimum of 4, the contracting authority may invite the candidates who satisfy the criteria to submit a tender. If the number of eligible candidates meeting the selection criteria is more than the maximum allowed, the contracting authority will rank them using the re-examination criteria stated below.

#### **7. Short-list alliances prohibited**

Any tenders received from tenderers having a different composition than the ones mentioned in the short-listed request to participate forms will be excluded from this restricted tender procedure, unless prior approval from the contracting authority has been obtained. Short-listed candidates may not form alliances or subcontract to each other for the contract in question.

#### **8. Provisional date of invitation to tender**

22 January 2024.

#### **9. Provisional commencement date of the contract**

31 May 2024.

#### **10. Language of the procedure**

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



## 11. SELECTION AND AWARD CRITERIA

### 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 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 candidates. In the case of requests to participate submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise.

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

1. **Economic and financial capacity** The reference period which will be taken into account will be the last three years for which accounts have been closed.
  - The average annual turnover of the candidate or tenderer for the 3 last financial years available must be at least 300.000 €; and
  - 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.
2. **Professional capacity** The reference period which will be taken into account will be the last three years preceding the submission deadline.
  - At least 10 staff currently work for the tenderer in fields related to this contract.
3. **Technical capacity:**
  - The candidate must have experience in the Republic of Moldova (acquired by professional activities further to residence or permanent branch or consortium partner on the territory of the Republic of



Moldova): at least 5 years of general experience in the field;

- The candidate has provided services under at least 2 contracts each with a budget of at least 200,000 EUR in relevant fields, within the last three years from submission deadline. Describe your experience in the implementation of Registries, Workflow and Document Management Software, e-reporting software. Include the client, project value and timing.
4. **Certification:** the candidate has to provide evidence of ISO 9001 and ISO 27001 certification.

If more than 8 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the request to participate of these candidates must be re-examined in order to rank them and identify the 8 best requests to participate for the tender procedure. The only additional comparative criteria that will be taken into consideration during this re-examination, in the order in which they appear below, is the highest number of projects that meet criterion 3.

## 12. PARTICIPATION

### 13. Requests to participate format and details to be provided

Requests to participate must be submitted using the *request to participate form*, the format and instructions of which must be strictly observed. The form can be obtained via the email address [tender@ta-md-association.eu](mailto:tender@ta-md-association.eu).

The request to participate must be accompanied by a declaration on honour on exclusion and selection criteria using the template (annexed to the *request to participate form*).

Any documentation (brochure, letter, etc.) sent with a request to participate in addition to what has been requested will not be taken into consideration.

### 14. How requests to participate may be submitted

Requests to participate must be submitted exclusively via email to [tender@ta-md-association.eu](mailto:tender@ta-md-association.eu). Requests to participate submitted in any other way (e.g. e-mail or by letter) will be disregarded.

### 15. Outcome of the evaluation

Candidates will be notified of the outcome of the evaluation of the requests to participate by e-mail. The notification will be sent to the e-mail address provided in the application for the candidate (leader in case of consortium).

### 16. Alteration or withdrawal of requests to participate

After submitting a request to participate, but before the deadline for receipt, a candidate may withdraw its request to participate, or withdraw it and replace it.