TENDER SUITABILITY CRITERIA

# Reference number: 222866

Contracting authority: IT and Development Centre. Ministry of the Interior, Estonia (70008440)

Procurement: Entry/Exit System face image capture solution in Estonian Border Control Points

## SUBMISSION OF TENDERS

By submitting a tender, a tenderer declares acceptance of all the terms and conditions set out in the procurement documents.

The tenderer submits an application for participation in the procurement procedure (annex 4.1 to the PD) that also includes a declaration that the tenderer has examined the procurement documents (PD) and fully understands the content and consequences of the obligations assumed and agrees to the terms and conditions set out in the aforementioned documents. The tenderer submits a declaration that the tenderer holds the intellectual property rights required for the performance of the contract (annex 4.1 to the PD).

## Questions to economic operators:

1. Can the economic operator declare that the tender complies with the terms and conditions provided in the procurement documents? (Radio button with the “Yes/No” options)
2. Annex 4.1 Application of tenderer for participation in procurement procedure (Document form / PEE Lisa 41 Pakkumuse esitamise avaldus.docx)

## CONFORMITY OF THE TENDER WITH TECHNICAL SPECIFICATIONS

The tenderer submits technical specifications on the form presented by the contracting authority (Annex 2 Technical specifications). The tenderer fills in empty cells titled “VENDOR’S RESPONSE” according to the cells

“REQUIREMENT DESCRIPTION”. The tenderer must set out information on the supplies and services tendered in the tender and, if necessary, also references to the information to be found in web environments.

## Questions to economic operators:

1. Annex 2 Technical specifications and table of conformity with technical specifications (Document form / PEE Lisa 2 Tehniline kirjeldus ja tehnilise kirjelduse vastavuse tabel.docx)

## CERTIFICATE OF EXISTENCE OF RIGHTS OF REPRESENTATION

The tenderer must hold the right to sell the devices to be tendered and product support (right of representation). The tenderer submits the manufacturer’s valid declaration on the existence of the right of representation. The existence of the right to represent the manufacturer in the Republic of Estonia is also deemed certified if it has been granted for representing the manufacturer in the European Union and/or has been certified by the tenderer’s cooperation partner (the cooperation partner’s declaration on the existence of the manufacturer’s right of representation and the cooperation partner’s declaration on cooperation with the tenderer must be submitted). The declarations must be signed on paper and submitted as a scanned document if their digital signing is not possible. Provided that this is the manufacturer’s practice (to be certified by the tenderer, if necessary), the contracting authority also accepts a reference to the manufacturer’s website that reveals unambiguously the tenderer’s or their cooperation partner’s right of representation, etc.

## Questions to economic operators:

1. Did the tenderer submit in the tender the documents or references certifying the right to represent the manufacturer as described in the requirement? (A free form document)

## VALUE OF TENDER

The value of a tender must be submitted according to the structure set out on the “Award criteria” worksheet.

The tender must be complete and include all the costs and taxes subject to payment in the course of performance of the contract. The tender is binding on the tenderer.

## Questions to economic operators:

1. Has the tenderer filled in the value of the tender on the “Award criteria” worksheet in the e-procurement environment? (Radio button with the “Yes/No” options)

## TRADE SECRET

The tenderer indicates in the tender what information is the tenderer’s trade secret and justifies the designation of the information as a trade secret.

The tenderer indicates in the tender what information is the tenderer’s trade secret and justifies the designation of the information as a trade secret. The tenderer cannot designate the following as a trade secret:

1. the value of the tender or a part thereof;
2. in the case of a public service contract, other numerical indicators characterising a tender meeting the award criteria, in addition to the ones specified in clause 1);
3. in the case of a public supply contract and a public works contract, other indicators characterising a tender meeting the award criteria, in addition to the ones specified in clause 1) of this subsection (subsection 111 (5) of the PPA).

## Questions to economic operators:

1. Briefly describe the trade secret included in the tender and add the justification for the designation thereof as a trade secret or indicate that the tender does not contain any trade secret. (Large input field (maximum length of 4,000 characters))

## POWER OF ATTORNEY OF JOINT TENDERERS

Joint tenderers appoint an authorised representative from among themselves for the performance of the acts related to the public procurement and the award and performance of the public contract.

If several tenderers submit a joint tender, they must authorise a representative (legal person and representative thereof) from among themselves for the performance of the acts required in the following procurement procedure, award of the public contract and performance of the acts related to the performance of the pubic contract by submitting a power of attorney of a representative of joint tenderers that must be signed by signatories of all the joint tenderers. In the event of foreign economic operators, it is allowed to submit a scanned copy of a document on paper and, at the request of the contracting authority, the tenderer must be ready to submit the original document within 5 (five) working days of the receipt of the corresponding request. The power of attorney for the representation of joint tenderers and documents required for the qualification of tenderers (incl. the Single Procurement Document) must be submitted by all the joint tenderers along with the joint tender. The power of attorney issued to the authorised representative of the joint tenderers must be valid until the performance of the public contract. The tender of the joint tenderers must contain the declaration that the joint tenderers bear joint and several liability for the performance of the public contract.

## Questions to economic operators:

1. Annex 4.2 Form of power of attorney of joint tenderers (Document form / PEE Lisa 42 Uhispakkujate volikirja vorm.docx)