

IT Superintendent,
Approved.

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Captain (Navy)

**MINISTRY OF DEFENSE
NAVY**



Procedure: Urgent Public Tender

NPD 3020025468

Innovation Management Platform Acquisition

CALL FOR TENDERS

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CALL FOR TENDERS

Dear Sirs,

The Ministry of Defense - Navy - Communications and Information Systems Directorate invites you to submit a proposal for the supply of goods described below, in which it must comply with the following terms and conditions:

1. Aim of the Procedure

1.1. The contractual Procedure aims the award of goods mentioned in Annex D and, listed in annex B of the Specifications and in accordance with the respective clauses and annexes.

1.2. The Portuguese Public Contracts Procurement Law (PPC) ¹ rules this Procedure.

2. Call to Hire

The competent body to hire, authorize the expenditure and approve the Procedure is the one, mentioned in Annex D to this Call, under the sub-delegated powers, in conjunction with articles 36th, 38th e 40th of the Portuguese Public Contracts Procurement Law.

3. Contracting Authority

The public contracting authority is the Ministry of Defense - Navy, represented by the STI - DITIC (Communications and Information Systems Directorate) at Lisbon Praça do Município - 1149-001 Lisboa.

4. Selection of Procedure

Based on economic standards, efficiency and effectiveness, combined with material's nature to acquire and degree of urgency, it has been approved and chosen the mentioned procedure in Annex D of this Call.

5. Clarifications and Corrections

In the present procedure, there is no place to clarifications, corrections, errors and omissions.

6. Errors and Omissions

Not applicable.

¹ This law incorporates EU Parliament Directive 24/2014, see: <https://eur-lex.europa.eu/legal-content/PT/TXT/?qid=1592890504746&uri=CELEX:32014L0024>

7. Deadline, Mode and Place of delivery

- 7.1. Proposals must be delivered, promptly, until time/date and location shown in Annex D of this Call.
- 7.2. The set date for the submission of proposals can't be extended.
- 7.3. The way for submission of proposals is exclusively carried out electronically on www.acingov.pt

8. Proposal Documents

- 8.1. The proposal shall come along with the following documents, individually signed and with use of qualified electronic, prior to proposal submission, under penalty of exclusion:
 - a. Declaration of acceptance of the content of the Specifications, prepared according to annex I of the Portuguese Public Contracts Procurement Law, in annex A to this Call, signed by the contractor or his representative with power to do so.
 - b. Document, according to Annex C, with the attributes information, terms, conditions and detailed technical information. The document shall be fully filled namely the identified fields as being mandatory, or replacing another one expressly containing the same information, in the referred Annex;
 - c. Document proving the subscriber's power of representation, and his/her quality / ability to compel the company (permanent certificate, power of attorney or equivalent document), in accordance with no. 4 of article 57, of the Portuguese Public Contracts Procurement Law.
- 8.2. Any other documents in which the competitor may deem necessary to the clarifications of the proposal attributes should be submitted.

9. Proposal Elements

- 9.1. Total amount in EUROS, with no more than two decimal places, not including VAT. If there's a divergence between price in words and figures shall prevail the price in words and in installments;
- 9.2. If the price is shown with more than two decimal places, shall prevail the one with two decimal places by default;
- 9.3. Payment conditions, prepared in accordance with the key dates as supply, conditioned, where applicable by the Specifications.
- 9.4. Discrimination of the supply period with a stagger express in days and/or described per figures. The period which is to present term supply will always have to be in calendar days, counting on Saturday, Sunday and Holidays;
- 9.5. If the presented period term is shown otherwise other than calendar days, it will be converted into calendar days as shown in the previous number. If there is a divergence

between dates by figures and words, it will always prevail the one, which shows the shortest term.

10. Alternative proposals

Variant proposals are not accepted to this procedure in accordance with nr 7 of article 59th of Portuguese Public Contracts Procurement Law, in other words, which may alter the Specification clauses

11. Period of validity of the proposals

The period of the proposed maintenance obligation is 10 (ten) days.

12. Award Criterion

12.1. The award criterion is mentioned in annex D of this Call.

12.2. After the award criterion is applied, and if it is found a tie situation between two or more competitors, these will be notified by electronic mail, in order to attend on the indicated date and time in the identified address of this call, for the application of the raffle method not requiring their presence. The raffle shall consists of the identification of the names of the competitors, in A5 sized sheets folded into four equal parts and put in a black sack, being drawn to luck merely one of the sheets by an element of the jury. The award shall be made to the identified competitor in the drawn sheet. This raffle shall be made in the presence of at least two elements of the jury and the representatives of the identified firms who want to be present.

13. Admission and Exclusion of the Proposals

Without loss of any other motives provided by law, proposals shall be excluded on the following situations:

- 13.1. In accordance with nrs 2 e 3 of article 146th of Portuguese Public Contracts Procurement Law;
- 13.2. Are not made up of all required documents;
- 13.3. The proposal has classified documents without prior authorization of the competent body to contract;
- 13.4. When it is found that all proposal document do not hold individually signature using the qualified electronic signature, in accordance with Portuguese Law nr 96/2015, in August 17th.

14. Award

The award shall be made to the competitor that be in first place of the final ranking.

15. Qualification Documents

- 15.1. After notification award, the contractor is obliged to deliver all needed documentation to his qualification, namely:
 - a. Prepared statement according to annex II of Portuguese Public Contracts Procurement Law, in annex B of this Call;
 - b. Criminal record of all holders of social bodies either collective or single, if applicable;
 - c. Certificate on the amounts regarding tax debts to the State;
 - d. Certificate on the amounts regarding debts for social security contribution to the State;
 - e. Permanent certificate of Business Registration.
- 15.2. By choice, the contractor can issue a permit to the contracting, in order to obtain the referred information next to the competent authorities.
- 15.3. If any non-conformities are detected in the delivery, regarding qualification documents by the contractor, in accordance with no. 2 of article 86th of Portuguese Public Contracts Procurement Law, shall be granted the following periods for normalization:
 - a. Five days attributable to the contractor;
 - b. An Additional period to be defined owing to given reasons not attributable to the contractor.

16. Contract

- 16.1. If applicable, it shall be drawn a contract in accordance with article 95th of PPC. Its pattern shall obey to written procedure described in articles 94th and 106th of Portuguese Public Contracts Procurement Law.
- 16.2. The contractor must provide along with the delivery of goods of this contract the following:
 - a. All required documentation of this contract;
 - b. Material source certificates;
 - c. Technical conformity certificates issued by the manufacturer.

17. Preliminary Consultation - Request for Quotation

Considering this pre-contractual procedure, a preliminary market consultation was carried out in order to set BASE PRICE (Annex A of TENDER SPECIFICATIONS) in accordance with article 35-A of the Portuguese Public Contracts Procurement Law.

ANNEX A

Declaration Template (Annex I of PPC)

1. - ... (name, document identification number and address), as legal representative of²... (firm, identification number and head office or, if group of competitors, (firms, identification numbers and head offices), being perfect aware of the specification of this contract to be drawn of this procedure of... (Description of the procedure and Specifications applicable to this procedure), declares under oath of honour, that his represented³ undertakes to fulfill the referred contract according to Specifications and accepts all of its clauses.
2. - Moreover, the contract shall be drawn under the terms according to the following documents which are attached:
 - a) ...
 - b) ...
3. - It further states that renounces to any special court, and that the contract shall be drawn under the Portuguese Law.
4. - It further states that under oath of honour is not in any of these situations provided for nr 1 of article 55r of the Portuguese Public Contracts Procurement Law.
5. -The declarant is fully aware of what is involved as for false declarations, the exclusion of the proposal or award expiry which consists of a very serious sanction, in accordance with article 456th of the Portuguese Public Contracts Procurement Law, loss of the right to participate as a candidate, competitor or group member, in any procedure whatsoever to public contracts, bringing to knowledge the competent authority for the purposes of criminal procedure.
6. - Whenever required by the contracting, the competitor undertakes to fulfill in accordance with article 81st of the Portuguese Public Contracts Procurement Law, to show supporting documents that is not in the circumstances provided for in b), d), e) and h) of nr 1 of article 55th of the PPC.
7. - The declarant is fully aware that if do not show the referred documents according to previous number the exclusion of the proposal or award expiry which consists of a very serious sanction, in accordance with article 456th of the PPC, loss of the right to participate as a candidate, competitor or group member, in any procedure whatsoever to public contracts, bringing to knowledge the competent authority for the purposes of criminal procedure.

... (local), ... (date), ... [signature⁴].

² Merely applicable to collective competitors

³ Single competitor, suppressing the expression "his representative"

⁴ In accordance with nrs 4 and 5 of article 57th

ANNEX B

Declaration Template (Annex II of PPC)

1. - ... (name, document identification number and address), as legal representative of⁵... (firm, tax identification number and head office or, if group of competitors, firms, identification numbers and head offices), contractor under the procedure of... (description or reference of the procedure), hereby declares under oath of honor, that his representative⁶ is not in any of the situations provided for in nr 1 of article 55th of the PPC.
2. - The declarant attaches [or shows.... as address in the Internet where he can be called in⁷] the supporting documents which his representative⁸ is not in any of the situations provided for in b), d), e) and h) of nr 1 of article 55th of PPC.
3. The declarant is fully aware of what is involved as for false declarations, the exclusion of the proposal or award expiry which consists of a very serious sanction, in accordance with article 456th of the Portuguese Public Contracts Procurement Law, loss of the right to participate as a candidate, competitor or group member, in any procedure whatsoever to public contracts, bringing to knowledge the competent authority for the purposes of criminal procedure.

... (local),... (date), ... [signature⁹].

⁵ Merely applicable to collective competitors

⁶ Single competitor, suppressing the expression "his representative"

⁷ Adding the needed information to, if applicable

⁸ Single competitor suppressing the Expressions "his representative"

⁹ In accordance with nrs 4 and 5 of article 57th

ANNEX C

Proposed Draft

Item nr (1)	Description of the article (2)			Further Information Evolution due to Obsolescence (3)			EDD (4)	SU (5)	Quantit y	BASE PRICE (excluding VAT)
	Article designation	Manufacturer	Manufacturer reference	Manufacturer	Manufacturer Reference	Document or Supporting evidence				
1	aaaa	aaa	aaa	bbb	bbb	bbb				
...	...	...	...	...	...					
n	n	n	n	n	n					

(1) - Mandatory filling;

(2) - Mandatory filling;

(3) - Mandatory filling, whether there is any other article replacing in the Specifications to the item.

Supporting document or supporting evidence shall have all required technical elements to the correct evaluation of the proposal;

(4) - Mandatory filling, considering the Expected Delivery Date(EDD);

(5) - Mandatory filling, along with Supply Unit(SU).

ANNEX D**Further Procedure Information**

Number of the Procedure	3020025468
Aim of the Contract	Innovation Management Platform Acquisition
Call to Hire	João Paulo Cancela Roque (IT Superintendent)
Choice of the Procedure	Urgent Public Tender - Art. 155 th . of PPC
Procedure Availableness	www.acingov.pt
Deadline for Submission of the Proposals	Until 23h59 of the 3th day counting from the following day to the Call.
Place of Delivery of the Proposals	www.acingov.pt
Award Criterion	Lowest price.
Bail	Not required.