



PUBLIC PROCUREMENT AGENCY
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CONTRACT NOTICE
for public procurement of a value, as envisaged in Article 20, paragraph 3 of
the PPA

Contract notice number: No. 1 / registered under No. 104/19.03.2019

Contracting Authority: Consulate General of the Republic of Bulgaria in New York

Publication in the Public Procurement Register: 002247

Address: 121 East 62nd Street, New York, NY, USA

Contact person: Maya Hristova, Consul General; Plamen Georgiev, Consul

Telephone: (212) 935 4646

E-mail: consulate.newyork@mfa.bg

Access to the procurement documentation is restricted: No

For more information please contact:

The contact point(s) indicated above:

Submission of documents and tenders via electronic means accepted: No

Object of the procurement: Services

Subject of the public procurement: Provision of realtor services for the needs of the Consulate General of the Republic of Bulgaria in New York

Brief description: The public procurement is related to the selection of contractor for providing realtor services for the sale of a real property, located at: 355 Freemans Lane, Borough of Franklin Lakes, NJ. Each tenderer shall make a visual examination of the real property on any business day from 10 am to 5 pm, following submission of an application for visual examination according to standard form at the e-mail address of the contact person, indicated in this contract notice. Bilateral records shall be drawn up in regard to the visual examinations performed.

Location of performance: 355 Freemans Lane, Borough of Franklin Lakes, NJ, USA

Total estimated procurement value (in BGN, excluding VAT): USD 60,312. The amount of the estimated value shall not be treated as the maximum acceptable financial resource and the offering of a higher value would not constitute grounds for exclusion of the tenderer.

Conditions, which the tenderers must meet, incl.:

Requirements regarding personal situation: The grounds referred to in Article 54, paragraph 1 of the PPA and Article 101, paragraph 11 of the PPA must not exist in regard to the tenderers. A tenderer, in

regard to which any grounds under Article 54, paragraph 1 of the PPA exist, shall have the right to provide evidence to the effect that the said tenderer has taken measures ensuring its reliability despite the existence of a relevant ground for exclusion. This shall be proven by declarations according to standard form No. 2 and No. 3. Eligible to participate in the public procurement shall be any person that meets the requirements of the Public Procurement Act (PPA), the Implementing Regulation of the Public Procurement Act and the requirements of the Contracting Authority, indicated in this contract notice. Ineligible to participate in the public procurement, whether directly or indirectly, shall be companies registered in preferential tax regime jurisdictions and persons controlled by them, including via a civil-law partnership/consortium, in which a company registered in preferential tax regime jurisdiction has an interest, unless there are exceptions within the meaning of 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 This shall be proven by declaration according to standard form No. 4

Qualification to practice a professional activity: permit or membership in a certain organization to provide the respective services in accordance with the legislation of the state, in which the tenderer or participant is established – Registration in the respective professional or branch register (permissions, license, active membership in the respective legitimate branch organization, which regulate the functioning of the real estate brokerage companies etc.), which must legitimate the right of the potential tenderer to engage in activity similar to the subject of the procurement to be awarded – a license valid for the State of New Jersey, USA, issued by The New Jersey Real Estate Commission, to provide realtor services for the sale of real properties. The license must be issued to a realtor or to an organization under the direction of a realtor.

Economic and financial standing: Not applicable

Technical and professional ability: Must have performed activities with subject and volume, identical or similar to the subject of the procurement, in the three years preceding the date of submission of the tender – as a minimum two activities with subject and volume, identical or similar to the subject of the public procurement. Identical or similar activities shall be such related to sale of real properties, each in the value of at least USD 1,000,000.

Pursuant to Article 65, paragraph 1 of the PPA tenderers may rely, for the specific procurement, on the capacity of third parties, irrespective of the legal relationship between them. With regard to criteria relating to professional competence and experience for performance of the procurement, the tenderers may rely on the capacities of third parties only if the latter will participate in the performance of that part of the procurement, for which those capacities are required. Where a tenderer relies on the capacities of third parties, the said tenderer must prove that it will have at its disposal the resources of the said third parties by producing documents on the obligations assumed by the third parties. The third parties must meet the relevant selection criteria, in order to prove which the candidate or participant relies on their capacities, and the grounds for exclusion from the procedure must not apply to them; the candidate or participant must submit declarations to this effect according to standard forms No.2, No.3, No.4 and No. 11, signed by them.

Award criterion:

☒ Optimal quality/price ratio based on:

☐ Price and quality indicators

☐ Costs and quality indicators

☐ Level of costs

☒ Lowest price

Evaluation indicators: *(please repeat as many times as necessary)*

Name:

Offered sale price – Weighting: 50

Offered rate of brokerage commission – Weighting 50

$CE = (P_i/P_{max}) \times 50 + (C_{min}/C_i) \times 50 = \dots\dots$ (number of points)

Where P_i shall be the price offered for sale of the real property, excluding any taxes and charges payable and excluding any tax on the sale of the real property, in accordance with the Price proposal of the respective tenderer.

Where P_{max} shall be the highest price offered for sale of the real property, based on the Price proposals of all tenderers.

Where C_i shall be the offered commission rate, in accordance with the Price proposal of the respective tenderer.

Where C_{min} shall be the lowest commission rate, based on the Price proposals of all tenderers.

Deadline for receipt of the tenders:

Date: April 11, 2019

Hour: 5.30 pm

Validity term of the tenders:

Date: July 14, 2019

Date and hour of opening of the tenders:

Date: April 15, 2019

Hour: 2 pm

Place of opening of the tenders: The tenders shall be opened in the Consulate General of the Republic of Bulgaria in New York, at 121 East 62nd Street, New York, NY, USA. Representatives of the tenderers may attend the opening of the tenders.

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: No

Other information The estimated procurement value, shown in this Contract Notice, shall be indicative. The actual value of the public procurement shall be the monetary value in US Dollars of the commission rate, indicated in Article 7, paragraph 1 of the public procurement contract, based on the sale price obtained for the real property, in accordance with the terms of the public procurement contract.

The tender shall be prepared according to the templates, attached to the contract notice, published in the buyer profile of the contracting authority, at the following link:

<http://https://mfa.bg/embassies/usagc/procurement/7194>

The tenders must contain the following documents, completed and signed:

1. Standard form No. 1 – Administrative information regarding the tenderer;
2. Authorization document in case the person submitting the tender is not a legal representative of the tenderer;
3. Standard form No. 2 – Declaration of absence of the circumstances under Article 54, paragraph 1, sub-paragraphs 1, 2 and 7, and Article 101, paragraph 11 of the PPA;
4. Standard form No. 3 – Declaration of absence of the circumstances under Article 54, paragraph 1, sub-paragraphs 3 – 6 of the PPA;
5. Standard form No. 4 – 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;
6. Standard form No. 5 – Technical proposal;
7. Standard form No. 6 – Price proposal;
8. Standard form No. 7 - Declaration for participation as subcontractor
9. Standard form No. 8 – List of the services with subject, similar to the subject of the public procurement, provided by the tenderer during the last three years prior to the date of submission of the tender;
10. Standard form No. 9 – Declaration concerning visual examination.

11. Signed declaration in original containing information, certifying that the tenderer holds a valid license for engaging in realtor activity for the sale of real properties, issued by the New Jersey Real Estate Commission to a realtor or to an organization under the direction of a realtor.
12. A tenderer may attach to its tender or upon request from the contracting authority, on the grounds of Article 67, paragraph 5 or paragraph 6 of the PPA a copy, certified by it, of a valid license for engaging in realtor activity for the sale of real properties, issued by the New Jersey Real Estate Commission to a realtor or to an organization under the direction of a realtor.

A visual examination of the property is mandatory and such may be performed upon prior written request in standard form to the contracting authority, not later than a day prior to the specified deadline for the submission of tenders.

The Documents shall be submitted in person by the tenderer or by a representative authorized thereby, by post or other courier service, by registered consignment with acknowledgement of receipt, at the address below: Consulate General of the Republic of Bulgaria in New York – 121 East 62nd Street, New York, NY, USA. The full names of the tenderer, the mailing address, telephone number and, if possible, its fax number and e-mail shall be indicated on the envelope. The subject of the public procurement and the address of the contracting authority shall be expressly marked on the envelope (in case of submission by courier service – also on the waybill or on the courier's envelope). The tenders of the participants shall be evaluated based on the above indicators. The tender, having received the highest number of points, shall be ranked first. Prices must be shown in whole numbers, net of taxes and charges. The contract with the selected contractor shall enter into effect as of the date of its signing and have a performance term of 6 months or until the sale of the real property would be completed. Payment shall be made only after successful closure of the transaction in regard to the real property and receipt of the full amount of the sale proceeds, within 10 (ten) business days of submission of an invoice – in original – by the contractor.

The contracting authority shall keep a register of the tenders received, in which the person submitting the Tender, the number, date and hour of receipt and the reasons for returning a Tender, where applicable, shall be indicated.

Upon receipt of a Tender, the sequential number, date and time of receipt shall be noted on the packaging and a document on this shall be issued to the bearer. Tenders, which are submitted after the expiry of the deadline for receipt or are in an unsealed packaging or in a packaging whereof the integrity is compromised, shall not be accepted.

Where at the time of expiry of the deadline for the receipt of tenders there are persons still waiting in front of the place appointed for the submission of such tenders, the said persons shall be included in a list, which shall be signed by a representative of the contracting entity and by the persons present. The tenders of the persons on the list shall be entered into the register of the tenders received.

The tenders of the participants shall be opened at a public session, to be held on April 15, 2019 at 2 pm at the building of the Consulate General in New York at the address indicated above.

The contracting authority shall appoint by its order a panel with the task to examine, evaluate and rank the tenders under the procedure of Article 97, paragraph 3 of the PPA. In the process of its functioning the panel may offer the tenderers an opportunity to submit additionally information and documents under items 1 – 5 above, in accordance with Article 104, paragraph 4 of the PPA and Article 54, paragraphs 7 – 9 of the IRPPA.

Date of this notice

Date: March 20, 2019

Contracting Authority

Full name: Maya Kroumova Hristova

Position: Consul General

Заличено на осн.
чл.2 от 33ЛД

