



REPUBLIC OF ALBANIA
MINISTRY OF DEFENSE
PROCUREMENT UNIT

No. _____ prot.

Tirana, on _____._____.2022

Contract notice to be completed by the Contracting Authority, which will be published in the Public Notices Bulletin and on the official website of the contracting authority

1. Name and address of the contracting authority:

Name	Ministry of Defense
Address	Rruga e Dibrës, (ish Shkolla e Bashkuar), Tiranë
Phone/Fax	(04) 2226601/ (04) 2226602
PO Box	2423
E-mail	sekprokurime@mod.gov.al
Internet address	www.mod.gov.al

2. Type of procurement procedure: "Restricted procedure", classified at the "Confidential" level - (procurement in the field of defense and security).

3. Object of the contract: "Service with digital circuits for the needs of the Armed Forces" .

4. Procedure reference number: Procurement order no. 68, dated 12.09.2022.

5. Total fund limit: 79,164,000 (seventy nine million one hundred sixty four thousand) ALL without VAT .

6. Duration of the contract or deadline for execution: Starting from the date of conclusion of the contract and ending within 3 (three) years.

7. Criteria for announcing the winner: The lowest price of the qualified offer.

8. Deadline for submitting requests for participation:

Date 25/10/2022 (within official hours, from 8:00 a.m. to 4:30 p.m.).

Place of delivery: Ministry of Defense, Directorate of Procurement and Auctions , Floor III, office no. 205/206.

This procurement procedure will be developed based on:

- Law no. 36/2020 "On procurement in the field of defense and security";
- DCM no. 1170, dated 24.12.2020 "On the approval of procurement rules in the field of defense and security";
- DCM no. 542, dated 29.9.2021 "On the rules, procedures and requirements for the protection of classified information during procurement in the field of defense and security" and includes two main phases:

Legislation/Procurement section in the field of defense and security, STD column "Limited_Service_Procedure".

4. Economic operators must self-declare that they have paid all the matured electricity obligations of the energy contracts that has the economic operator registered in Albania. This self-declaration is required for economic operators operating in the territory of the Republic of Albania.
5. Participating economic operators must submit copies of annual turnover statements issued by the tax administration for the last 3 (three) financial years (2019 - 2020 - 2021). The average turnover of the last three years should not be lower than 40% of the value of the limit fund object of procurement.
6. Participating economic operators must present copies of the balance sheets of the financial years 2020 and 2021, submitted to the tax authorities and certified/confirmed by these authorities.
7. In order to prove previous experience, participating economic operators must present evidence of previous similar services, performed during the last 3 (three) years, in a value not lower than 35% of the estimated value of the contract subject to procurement .

As proof of previous experience, economic operators must submit:

- *In the case of previous experience with the public sector, as proof of previous experience, they must present certificates issued by a public authority/entity or/and sales tax invoices, where the dates, amounts and services performed are noted.*
 - *In the case of previous experience with the private sector, only sales tax invoices, where the dates, amounts and services performed , are accepted as evidence .*
8. Participating economic operators must declare the frequency band that will be used for data transmission as well as present the License for data transmission, issued by the Electronic and Postal Communications Authority .
 9. Participating economic operators must have the necessary number of employees for the implementation of the contract, which must be part of the experience of the economic operator in the field subject to procurement.

For this , economic operators must prove that for the period July - September 2022 have available the following employees:

a) The average number of employees per month for the period in question must not be lower than 20 (twenty) (this number also includes the management staff).

This should be proven with a Certificate from the Tax Directorate for the number of insured employees for the above-mentioned period and should be accompanied by regularly completed payment lists according to the prescribed form E-SIG 025/a.

b) In the conditions where the performance of the contract includes the maintenance of the equipment installed in the branches of the AF structures, where maintenance and technical support will be guaranteed 24 hours a day, for 7 days a week, the participating economic operators must have key personnel as follows:

- At least 4 (four) employees graduated in the profile/s: Information Technology / Telecommunication Engineer / Electronic or Electrical.

For staff members as above, the economic operator must submit:

- employment contracts;
- university degrees.

c) The economic operator must prove that he has part of the company's staff equipped with the following qualification certificates:

- 2 (two) persons certified for the administration of security devices in computer networks.

For employees qualified as above, bidders must submit:

- employment contracts;
- the relevant certificates mentioned above.

All employees required according to point 9, of this notice, must be on the payroll of the company for the entire required period.

10. The economic operator must prove that it carries out commercial activity according to the object of the procurement, according to the standards of quality management, information security and service management. For this, must present the following certificates:

- ISO 9001:2015 certificate on "Quality management systems";
- ISO 27001:2013 certificate on "Information security management";
- ISO 20000-1:2011 certificate for "Management of services".

Certificates as above must be presented as originals or notarized copies, issued by a body accredited by the national accreditation body or international accreditation bodies, recognized by the Republic of Albania.

Certifications must be available at the date of tender development.

In case of merger of operator economic each operator must dispose the above certificates.

Economic operators to qualify for the first stage of the procedure, must submit the documentation in accordance with the requirements defined above, in a closed, non-transparent envelope, signed and sealed by them. The Contracting Authority will examine the documents submitted by the economic operators and will assess whether this documentation meets the requirements defined in the contract notice.

The participation request form must be completed according to the format of the tender documents published by PPA in the section Legislation/Procurement in the field of defense and security, STD column "Limited Service Procedure".

Phase 2 - Invitation to Bid and evaluation: The Contracting Authority will send an invitation to bid to Candidates who have met the pre-qualification requirements, inviting them to familiarize themselves with the tender documents and subsequently prepare and submit bids according to the provisions in TD and specifications defined in the invitation to bid. Bids will be reviewed and evaluated by the Contracting Authority to determine the winning bid.

Procurement Unit