**R E P U B L I C OF A L B A N I A**

**MINISTRY OF DEFENSE**

**HEAD OF THE CONTRACTING AUTHORITY**

No.\_\_\_\_\_\_\_ prot . Tirana, on \_\_\_\_.\_\_\_\_.2023

**Notice of the contract to be completed by the Contracting Authority, which will be published in the Bulletin of Public Notices 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, (former United School), Tirana

 Phone/ Fax (04) 2226601/ (04) 2226602

 PO Box 2423

 E- mail sekprokurime@mod.gov.al

 Internet address [www.mod.gov.al](http://www.mod.gov.al)

1. **Type of procurement procedure:** Limited procedure - procurement in the field of defense and security.
2. **Object of the contract:** "Reconstruction of the building, Tirana".
3. **Procedure reference number:** Procurement order no. 14, dated 03.03.2023.
4. **Limit fund:** 49,544,590 (forty nine million five hundred forty four thousand five hundred and ninety) ALL without VAT .
5. **Contract duration or time limit for execution:**
Duration in **5 months or 150 days**

or

starting from the date of commencement of works and ending after 150days.

1. **Deadline for submitting requests for participation:**
**03/05/2023** *( dd / mm / yyyy )* **Time: 10:00**

This procurement procedure will be developed based on:

* Law no. 36/2020 "On procurement in the field of defense and security";
* VKM no. 1170, dated 24.12.2020 "On the approval of procurement rules in the field of defense and security";
* VKM 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:

**Phase 1** – **Prequalification and selection of candidates**:

The first phase (pre-qualification) concerns the selection of candidates, before the CA sends the invitation to bid. Pre-qualification of bidders is a different process from the bid evaluation procedure, which focuses on the price and criteria set out in the tender documents.

The pre-qualification process will focus on assessing the experience and ability of candidates to satisfactorily perform the specific contract. The main purpose of pre-qualification is to select those contractors /suppliers whose qualifications and experience minimize the risk of non-performance, according to the proposed project/contract.

* 1. The criteria for the selection of candidates in the First Phase are respectively as follows:
* Interested candidates must hold a Certificate of Industrial Security (CIS), which must be:
* Not lower than the classification level "Confidential" ;
* Valid at the time of procurement and conclusion of the classified contract;
* In accordance with the specific object of classified procurement.
* Interested candidates must submit the statement on the fulfillment of the general criteria, according to Appendix 13, of the tender documents published by APP, in the section Legislation/Procurement in the field of defense and security, DST column "Restricted Work Procedure", in accordance with the provisions of article 38/1, of LPFMS.
* Interested candidatesmust self-declare that they have paid all the matured electricity obligations of the energy contracts that the economic operator has that is registered in Albania. This self-declaration is required for economic operators operating in the territory of the Republic of Albania.
* Interested candidatesmust have the necessary licenses for the implementation of the contract, based on the format approved by decision of the Council of Ministers no. 42, dated 16.01.2008 " For the approval of the regulation on the criteria and procedures for granting professional licenses for the implementation, classification and discipline of legal entities that exercise construction activities" as amended.

The professional license of the Economic Operator related to the execution of contract works must contain the following categories:

**For general construction works:**

* NP-1 A Earth excavation works
* NP-3 B Reconstruction and maintenance of civil and industrial condominium, clothing facades

**For special construction works:**

* NS-1 A Works for demolition of buildings
* NS-4 A Refinishing work of the masonry and related to them, refinishing with wood, plastic, metal and glass material and refinishing of technical construction nature
* NS-12 A Technological, thermal and conditioning plants,
* NS-13 A Telephone and telecommunication plants and lines
* NS-14 A Interior, electrical, telephone, radiotelephone, TV, etc. plants

*For foreign operators, the professional license that they have from the country of origin should be counted at the relevant institution, in addition to the professional licenses required for the execution of the contract.*

* Interested candidatesmust submit copies of annual turnover statements issued by the tax administration for the last 3 (three) financial years (2020 - 2021 - 2022). The average turnover of the last three years should not be lower than 50% of the value of the limit fund object of procurement.
* Interested candidatesmust present copies of the balance sheets of the financial years 2020 and 2021, submitted to the tax authorities and certified / confirmed by these authorities and accompanied by the Expertise Act of the Authorized Accounting Expert, in the case where they are in the conditions of the provisions of the law no. 10091 dated 5.3.2009 "For legal audit, the organization of the profession of the registered accounting expert and the approved accountant", as amended.
* Interested candidatesmust have successful experience in previous contracts and for this must present:
	1. documentation for similar items for a single object in a value not lower than 50% of the estimated value of the contract that is being procured and that has been realized during the last three years;
	2. documentation for similar works up to a limit, where the total monetary value of the works performed, taken together during the last three years, is not lower than twice the limit value of the contract being procured .

The evaluation of the successful experience of Economic Operators will be carried out based on the following statements and documents:

* For contracts concluded with state institutions:
* contract;
* evaluation form;
* situations as well as tax invoices for each work situation (where the dates, value, time and nature of the work done are clearly stated);
* situation;
* approval act;
* For contracts concluded with private entities:
* relevant contract;
* situations as well as tax invoices for each work situation (where the dates, value, time and nature of the work done are clearly stated);
* final situation;
* approval act.
* Interested candidates must prove that they have the main technical management personnel in the license of the company, as follows:
* Construction engineer 1 (one)
* Electrical Engineer 1 (one)
* Mechanical Engineer 1 (one)

For this, economic operators must present:

* individual employment contract and
* university degree.
	+ - Interested candidates must prove that they develop their activity in the field subject to procurement in accordance with quality management, health and safety at work, environmental management and information security standards. For this he must present the following certificates:
1. **ISO 9001:2015** certificate on "Quality Management Systems";
2. **ISO 45001 - 2018** Certificate on "Occupational Health and Safety Management System";
3. **ISO 14001:2015** certificate on "Environmental Management Systems";
4. **ISO 27001:2013** certificate on "Information Security Management".

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

The certificates must be valid at the time of the tender.

In case of merging of economic operators, each operator must have the above certificates.

Economic operators selected and invited to take part in 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 operator 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.

**Phase 2 - Invitation to Bid and evaluation**: The Contracting Authority will send an invitation to bid to Candidates who have met the requirements for pre-qualification, inviting them to submit bids according to the stipulations in the tender document and the specifications set out in the invitation to bid. Bids will be reviewed and evaluated by the Contracting Authority to determine the winning bid.

**HEAD OF THE CONTRACTING AUTHORITY**