Interreg Co-funded by the European Union

IPA Greece – Albania

DIVE IN ART

SUPPLY CONTRACT NOTICE

Municipality of Saranda

"Supply of Electronic Equipment for the Interactive Exhibition in Saranda"
Saranda, Albania

1. **Reference**

   Nr. 8152 prot.

2. **Procedure**

   Simplified

3. **Programme title**

   Interreg VI-A IPA Greece–Albania 2021–2027 Programme

4. **Financing**

   Interreg VI-A IPA Greece–Albania 2021–2027 Programme – IPA III and National Funds; DIVE IN ART, MIS 6010986

5. **Contracting authority**

   Municipality of Saranda (Bashkia Sarandë), Rruga "Abedin Dino" nr. 11, 9701, Saranda, Albania

CONTRACT SPECIFICATION

6. Nature of contract

Hybrid

7. Contract description

Supply, delivery, installation, configuration, testing and commissioning, as applicable, of electronic, lighting, projection, audio and display equipment for the Interactive Exhibition at the Municipal Gallery of Saranda, Albania. The procurement includes three lots: computing devices; lighting and lighting-control equipment; and projection, media-server, audio and display equipment. The supplies include all standard manufacturer-supplied accessories and the site-specific installation and system-integration services defined in the technical specifications. Delivery shall be DDP (Incoterms 2020) to the Municipal Gallery of Saranda. The maximum implementation period is ninety (90) calendar days from the date the contract enters into force. For Lot 1, delivery of all supplies and documentation shall be completed within thirty (30) calendar days. For Lots 2 and 3, delivery and completion of the applicable installation, configuration, testing, commissioning and system-integration activities shall be completed within ninety (90) calendar days.

8. Number and titles of lots

This contract is divided into lots: yes

Tenders may be submitted for: one lot, several lots or all lots.

Lot 1 – Electronic Equipment

Lot 2 – Lighting Equipment

Lot 3 – Projection, Audio and Display Equipment

CONDITIONS OF PARTICIPATION

9. Legal basis, eligibility and rules of origin

The legal basis of this procedure is Regulation (EU) No 2021/1529 establishing the Instrument for Pre-accession Assistance (IPA III). See Annex A2a1 of the practical guide.

For this contract award procedure, participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping – consortium – of candidates/tenderers) which are effectively established in a Member State of the European Union or in an eligible country or territory as defined under Article 11 of Regulation (EU)

No 2021/1529 establishing the Instrument for Pre-accession Assistance (IPA III).

Participation is also open to international and regional organisations.

All supplies under this contract may originate in any country.

10. Number of tenders

No more than one tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

No restrictions may be made in the number of lots a tenderer can be awarded.

The tenderer may submit a tender for one lot, several lots or all of the lots, but only one tender per lot. Contracts will be awarded lot by lot and each lot will form a separate contract. If the tenderer is awarded more than one lot, a single contract may be concluded covering all those lots.

Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted for more than one lot.

11. Grounds for exclusion

As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.4.2.1. of the practical guide. Where the tenderer intends to rely on capacity providing entities or subcontractor(s), he/she must provide the same declaration signed by this/these entity(ies).

Tenderer included in the lists of EU restrictive measures[1] (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

12. Sub-contracting

Subcontracting is allowed.

[1] Please note that the EU Official Journal contains the official list of entities subject to restrictive measures and, in case of conflict, it prevails over the list of the *EU Sanctions Map*.

PROVISIONAL TIMETABLE

13. Provisional commencement date of the contract

11 December 2026

14. Implementation period of the tasks

The maximum implementation period is ninety (90) calendar days from the date the contract enters into force. For Lot 1, delivery of all supplies and documentation shall be completed within thirty (30) calendar days. For Lots 2 and 3, delivery and completion of the applicable installation, configuration, testing, commissioning and system-integration activities shall be completed within ninety (90) calendar days.

SELECTION AND AWARD CRITERIA

15. Selection criteria

Capacity-providing entities

An economic operator (i.e. candidate or tenderer) may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links it has with them. If the economic operator relies on other entities, it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment by those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality as the economic operator relying on them and must comply with the selection criteria for which the economic operator relies on them. **Furthermore, the data for this third entity for the relevant selection criterion should be included in a separate document**. Proof of the capacity will also have to be provided when requested by the contracting authority.

With regard to economic and financial criteria, the entities upon whose capacity the economic operator relies, become jointly and severally liable for the performance of the contract.

The following selection criteria will be applied to the tenderers**. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise**. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

The tenderer shall not use previous experience which caused breach of contract and termination by a contracting authority as a reference for selection criteria.

For the purpose of the selection criteria below, the maximum available budgets are: Lot 1 – EUR 3,450; Lot 2 – EUR 8,200; Lot 3 – EUR 25,000. Where a tender is submitted for more than one lot, the relevant maximum available budgets shall be added together.

1) **Economic and financial capacity of the tenderer** (based on item 3 of the tender form). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be **the last three financial years for which accounts have been closed.**

The objective of this criterion is to examine whether or not the tenderer (i.e. the consortium as a whole, in the case of a tender from a consortium):

- will not be economically dependent on the contracting authority in the event that the contract is awarded to it; and
- has sufficient financial stability to handle the proposed contract.

Criteria for legal and natural persons:

1- The average annual turnover of the tenderer over the reference period must be at least equal to the maximum available budget of the lot(s) for which the tender is submitted. In the case of a consortium, this criterion applies to the consortium as a whole.

16. Award criteria

Price. The contract will be awarded to the lowest-priced technically compliant tender for each lot.

TENDERING

17. Deadline for submission of tenders

The deadline for submission of tenders is Wednesday 18 November 2026, 14:00.

18. Tender format and details to be provided

Tenders must be submitted using the standard tender form.

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

https://wikis.ec.europa.eu/display/ExactExternalWiki/Annexes#Annexes-AnnexesA(Ch.2):General

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

19. How tenders may be submitted

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 10 of the instructions to tenderers.

Tenders submitted by any other means will not be considered.

By submitting a tender, tenderers accept to receive notification of the outcome of the procedure by electronic means.

20. Alteration or withdrawal of tenders

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 15 of the instructions to tenderers.

21. Operational language

All written communications for this tender procedure and contract must be in English.

22. Additional information

Financial data to be provided by the candidate in the standard application form must be expressed in EUR. Where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR shall be made in accordance with the InforEuro exchange rate of **October 2026** which can be found at the following address: http://ec.europa.eu/budget/graphs/inforeuro.html.

Opening hours of the contracting authority: 08:00–14:00, Monday to Friday.

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