



Based on the Assistance Measure to strengthen the capacities of the Army of the Republic of North Macedonia (ARMK) financed by the European Peace Facility through the ITF Enhancing Human Security (ITF), ITF would like to announce the following:

INVITATION NOTICE FOR SUBMISSION OF OFFERS FOR SMART BOARDS

1. Publication reference:

Provision of the Smart boards

2. Procedure:

Participation is open on equal terms to private business entities (companies)

3. Contracting Authority:

ITF Enhancing Human Security (ITF)

4. Description of the Procurement of Equipment:

Please find detailed specification of the *Provision of the Smart boards* in Annex 1

5. Eligibility and rules of origin

Participation is open on equal terms to private business entities (companies).

Offeror shall not be considered eligible if: (Ethics Clauses)

1. Any attempt by a candidate or Offeror to obtain confidential information, enter into unlawful agreements with competitors or influence the Commission or the Contracting Authority during the process of examining, clarifying, evaluating and comparing offers will lead to the rejection of his candidacy or offer and may result in administrative penalties.
2. Without the Contracting Authority's prior written authorization, a Contractor and his staff or any other company with which the Contractor is associated or linked may not, even on an ancillary or subcontracting basis, perform other services, carry out works or supply equipment for the project. This prohibition also applies to any other projects that could, owing to the nature of the contract, give rise to a conflict of interest on the part of the Contractor.
3. When putting forward a candidacy or offer, the candidate or Offeror must declare that, he is affected by no potential conflict of interest, and that he has no particular link with other Offerors or parties involved in the project. Should such a situation arise during performance of the contract, the Contractor must immediately inform the Contracting Authority.
4. The Contractor must always act honourably and impartially in accordance with the code of conduct of his profession. He must refrain from making public statements about the project or services without the Contracting Authority's prior approval. He may not commit the Contracting Authority in any way without its prior written consent.
5. For the duration of the contract, the Contractor and his staff must respect human rights and undertake not to violate the political, cultural and religious mores of the recipient state.
6. The Contractor may accept no payment connected with the contract other than that provided for therein. The Contractor and his staff must not exercise any activity or receive any advantage inconsistent with their obligations to the Contracting Authority.
7. The Contractor shall refrain from any relationship likely to compromise his independence or that of his staff. If the Contractor ceases to be independent, the Contracting Authority may, regardless of injury, terminate the contract without further notice and without the Contractor having any claim to compensation.

8. The Contracting authority reserves the right to suspend or cancel project financing if corrupt practices of any kind are discovered at any stage of the award process. For the purposes of this provision, "corrupt practices" are the offer of a bribe, gift, gratuity or commission to any person as an inducement or reward for performing or refraining from any act relating to the award of a contract or implementation of a contract already concluded with the Contracting Authority.

6. General terms

- **Delivery must be completed at the latest by December 9, 2024.**
- The offer shall be signed by a person or persons authorized to sign on behalf of the offeror using the Form provided in Annex II.
- The currency of donation is the Euro; therefore, prices of the offers should be expressed in EUR and VAT should be stated separately.
- The offeror shall have completed as Prime or Sub-Contractor at least 2 sales/projects of the same nature/amount/complexity comparable to offered goods and services over the last 2 years.
- The Ministry of Defence of the Republic of North Macedonia and the Army of the Republic of North Macedonia is the recipient in this Invitation notice for submission of offers. The delivery location is:

**Logistic Base, Army of the Republic of North Macedonia (Ilinden Barracks)
Boulevard Nikola Karev b.b
1000 Skopje
Republic of North Macedonia**

- The Contracting Authority reserves the right to the final selection based on the funds available for the procurement and other specific requirements.
- Offeror in the offered technical specification must indicate a warranty deadline and potential options for extended warranty.
- Joint Venture, Consortium or Association or any other form of cooperation is not eligible for this contract.
- The Offer and all correspondence and documents related to this procedure exchanged by the Offeror and the Contracting Authority shall be written in English, which is the language of this procedure. Also, all correspondence for payments including pro-forma invoices, and final payment certificates shall be sent to the Contracting Authority in English or local language with English translation.
- This Invitation notice for submission of offers is governed by the laws of the Republic of Slovenia.
- The Offeror shall bear all costs associated with the preparation and submission of his Offer. In no case the Contracting Authority will be responsible or liable for such costs, regardless of the process or results of the Invitation notice for submission of offers procedure.
- The Offeror shall organize and deliver the goods in line with INCOTERMS - DDP (Delivered Duty Paid) to the above stated delivery location and recipient.
- Offeror shall quote all components of the Cost-Breakdown Bill of Quantities exclusive of taxes, customs and import duties. Any item without a price shall not be paid.

- Donor's specific conditions and requirements must be taken into consideration and fulfilled at all related administrative procedures.
- The Contracting Authority reserves the right to accept or reject any offer and/or cancel the whole process of offer selection and reject all offers. The Contracting Authority may do so at any time before informing the selected without any liability to the Offerors. The ITF reserves the right to initiate a new offer selection procedure.

7. The offer must include all the following information:

1. Form of Offer (Annex 2)
2. Affidavit Statement (Annex 3)
3. Extract from the register of companies
4. A Certificate of solvency (Bank statement) from the bank in which the transaction account is opened, which shall indicate that the current account was not blocked in the last 6 months on any grounds.
5. Statement on Non-Association (Annex 4)
6. Reference List (supported by relevant official documentation / confirmations) - list all the contracts/projects for the last twenty-four (24) months completed by your company, stating contract value for each, and the month and year completed.

8. Quality Control and Equipment Handover

The quality control and equipment handover will be agreed and coordinated between the selected Offeror, ITF, and end recipient (the Ministry of Defence of the Republic of North Macedonia and the Army of the Republic of North Macedonia) upon arrival of equipment to the end destination.

9. Evaluation of Offers

Acceptable offers will be evaluated by the Contracting Authority applying the criteria of technical suitability, lowest price, and delivery deadline.

10. POC's

Please direct technical questions (if any) regarding this Invitation to:
Mr. Iztok Hočevar, Email: Iztok.hocevar@itf.si

Please direct administrative/procedural questions (if any) regarding this Invitation to:
Mr. Iztok Hočevar, Project Manager
E-mail: iztok.hocevar@itf.si

11. Offer validity

The offered prices shall be valid for period of minimum 90 (ninety) days after the deadline for submission of offers.

12. Advance Payment Guarantees

The successful contracted party will be asked to provide the advanced payment guarantee at the signing of the contract, The percentage of the advanced payment guarantee will be determined upon the advanced payment amount set in the contract. The advanced payment guarantee shall be valid from the date of the signing of the contract and until 30 days after the goods are delivered, installed and training conducted (if applicable). If the selected company fails to provide such a guarantee, the contract will be void and a new contract may be drawn up and sent to the company which has submitted the second-best admissible offer.

13. Deadline for submission of offers

The offers must be received by **ITF Enhancing Human Security, on email E-mail: Iztok.hocevar@itf.si** no later than **Friday, March 8, 2024, by 12:00 hrs (local time)**. Any offer delivered or received after this deadline will not be considered for further evaluation.

14. Appeal

After receipt of the notification letter on un-successful offer, the un-successful Offeror can complain to the decision of the Contracting Authority. The Appeal must be submitted in writing and be delivered within the deadline as stated in the notification letter. The Appeal must be addressed to the ITF Director and must be sent with registered mail or be delivered in-person. The confirmation of payment in amount

of 500 EUR or equivalent in local currency must be enclosed to the Appeal. The payment must be made on the ITF account, obtained on www.itf.si. In the case of justified Appeal, the amount will be returned to the Offeror.

Annex I: List of Equipment with detailed technical specifications

TITLE: SMART BOARD

INSTRUCTIONS FOR COMPLETING THE FORM:

In the columns under serial numbers 2, the client's requirements are given. The offeror **MUST** fill in columns 3 and 4:

- in column no. 3 the offeror **MUST** state the response to the client's request from the second column, a description and other technical data (numerical data, description, certificate, certificate, statement, etc.);
- in column no. 4 the offeror indicates the number of the attachment or the page under which the technical documentation is attached, from which it is evident that the client's request has been fulfilled (MARK APPROPRIATELY).

In the offer, the offeror must, as proof of the statements in column no. 2, for all offered goods, submit the manufacturer's publications with technical and user data in English or Macedonian language (if they are in another foreign language, a translation into English or Macedonian must be submitted) as well as pictorial material (where available) from which it can be seen fulfilling the client's requirements.

The offeror's statements in the table are binding for the offeror. The data from the table is taken into account for the analysis of the offer and evaluation.

TITLE: SMART BOARD

OFFEROR	
BRAND	
OFFERED TYPE AND MODEL (full mark)	

Quantity: Smart board, 15 pieces

Technical Specifications – Smart board

Table no. 1 – TECHNICAL REQUIREMENTS

Number	Client requirements	Mandatory answer - actual values or data	Answer reference/visibility: attachment / page
1	2	3	4
1.	GENERAL REQUIREMENTS:		
1.1	Smart board is an interactive screen used by professional users for the purpose of teaching, meetings, trainings and presentations.		
2.	OPERATIONAL REQUIREMENTS:		
2.1	Display:		
2.1.2	Backlight: LED Display area: 165 x 92,8 cm Screen: 75" Aspect Ratio: 16:9 Resolution: UHD 4K Colors: 1.07 billion (10 bits) Brightness: min 400 nits Contrast ratio: min 4500:1 Viewing angle: 178° Response time: max. 8 ms		
2.2	Touch:		
2.2.1	Touch technology: Infrared Touch points: min 20 points touch (Android, Windows, MacOS) Input tools: fingers (even with gloves) or any other passive object (for example pen). Screen automatically identifies the tool you use to touch it – pen, finger or hand and adjusts the touch function accordingly: <ul style="list-style-type: none"> • pen for writing • finger as mouse • hand/palm for erasing 		

Number	Client requirements	Mandatory answer - actual values or data	Answer reference/visibility: attachment / page
1	2	3	4
	Must support the simultaneous use of differentiated tools including the ability for multiple users to write with a pen, select with a finger and erase with a palm without interfering with each other.		
2.3	<u>Technical data - Dimensions:</u>		
2.3.1	Frame: metal or aluminum alloy Glass: anti-glare, heat tempered, bonded glass Panel size: max 1720x1040x100 mm Net weight: max. 55 kg VESA: 800 x 400 mm		
2.4	<u>Interface:</u>		
2.4.1	Input: 3 x HDMI, 1 x USB type-C, 1 x VGA IN, 1 x STEREO 3,5 mm, 1 x USB 2.0, 4 x USB 3.2, 2 x TOUCH OUT, 1 x RS232, 1 x LAN (RJ45) Output: 1 x STEREO 3,5 mm, 1 x Audio S/PDIF, 1 x HDMI Connectivity: Ethernet LAN, Wi-Fi module, Bluetooth module Speaker: min 2 x 18 W 1 x OPS slot		
2.5	<u>Android operating system:</u>		
2.5.1	System version: Android 11 (upgradable to Android 13) Compatibility: Android (Interactive monitor server), Windows, MacOS, Android, iOS Memory: min 8 GB Storage: min 64 GB		
2.6	<u>Energy:</u>		
2.6.1	Backlight life: min 50.000 hours		
3.	<u>ACCESSORIES:</u>		
3.1	Content of package: 1 x EU / UK Power cord, 1 x HDMI cable, 1 x USB cable, User manual, 2 x Pens, 1 x Remote control (batteries included), Wall mounted bracket		

Number	Client requirements	Mandatory answer - actual values or data	Answer reference/visibility: attachment / page
1	2	3	4
4.	CERTIFICATION AND COMPLIANCE:		
4.1	EnergyStar CE certificate FCC RoHS		
5.	ENVIRONMENTAL CONDITIONS:		
5.1	Operation temperature: 0°C – 35°C Operation humidity: 20% – 80%RH		
6.	WARRANTY AND MAINTENANCE REQUIREMENTS:		
6.1	5 years warranty valid in North Macedonia, EU and other European countries.		
6.2	Availability of minimum one authorized service in North Macedonia.		
7.	DELIVERY DOCUMENTS:		
7.1	Warranty document		
7.2	User manual		
8.	EQUIPMENT PRESENTATION:		
8.1	Selected provider must provide online video presentation of Smart board use and functionalities in period of max 30 days after equipment handover to the end user. Presentation must be performed in Macedonian or English language.		

Important: In individual points of the technical specification where it is stated "in accordance with a standard or regulation" (e.g. DIN, ICAO, typification, homologation,) the provider must indicate the answer "YES" in the table if the offered means meets the requirement. The selected supplier is obliged to deliver proofs or appropriate certificates (certificates, homologation, etc.) upon delivery of the smart boards, and their adequacy and compliance of the asset with the proofs will be checked at the quality and quantity acceptance of the smart boards. Insofar as the bidder already possesses individual proofs during the bid preparation phase, he can only submit them as attachments to the bid.

Place and date

Stamp

Signature of responsible person

FORM OF INVITATION FOR SUBMISSION OF OFFERS

PROCUREMENT AND DELIVERY OF SMART BOARDS

Date and Place: _____

1 SUBMITTED by

Name of Offeror	Nationality

2 CONTACT PERSON (for this offer)

Name	
Company	
Address	
Telephone	
Fax	
e-mail	

We, the undersigned, hereby declare that:

1. This Offer is valid for a period of **90 days** from the offer submission deadline;
2. We agree to abide by the ethics Clauses in the Invitation notice for submission of offers and, in particular, have no potential conflict of interests or any relation with other candidates or other parties in this procedure at the time of the submission of this offer;
3. We will inform the Contracting Authority immediately if there is any change in the above circumstances at any stage during the implementation of the contract. We also fully recognize and accept that any inaccurate or incomplete information deliberately provided in this application may result in our exclusion from this and other contracts funded by the Contracting Authority.

Name and first name: [.....]

Duly authorized to sign this Offer on behalf of:

[.....]

Place and date: [.....]

Stamp of the Organization/Legal entity:

This Invitation for submission of offers includes the following annexes:

[*Numbered list of annexes with titles*]

Annex 3

FORM OF AFFIDAVIT STATEMENT

Contract No: ITF- _____

STATEMENT

With moral and legal responsibilities, I can confirm that company/organization:

_____ (Name of the Company/Organization) are not bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

_____ (Name of the Company/Organization) are not the subject of proceedings for a declaration of bankruptcy, for winding-up, for administration by the courts, for an arrangement with creditors or for any similar procedure provided for in national legislation or regulations;

_____ (Name of the Company/Organization) declare that, it is affected by no potential conflict of interest, and that he has no particular link with other Offerors or parties involved in the project. Should such a situation arise during performance of the contract, the Contractor must immediately inform the Contracting Authority.

_____ (Name of the Company/Organization) have not been convicted of an offence concerning professional conduct by a judgment which has the force of *res judicata*;

_____ (Name of the Company/Organization) are not guilty of grave professional misconduct proven by any means which the Contracting Authority can justify;

_____ (Name of the Company/Organization) have fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country where they are established;

_____ (Name of the Company/Organization) have fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country where they are established;

_____ (Name of the Company/Organization) they are not guilty of serious misrepresentation in supplying the information required by the Contracting Authority as a condition of participation in an invitation to offer or contract;

_____ (Name of the Company/Organization) have not been declared to be in serious breach of contract for failure to comply with obligations in connection with another contract with the same Contracting Authority or another contract financed with Community funds;

_____ (Name of the Company/Organization) are not in one of the situations allowing exclusion referred to in the Ethics Clauses in connection with the offer or contract.

If it is determined that the above statements are not accurate we agree that the offer may be declared inadmissible by Contracting Authority, as administrative noncompliant.

Name and Surname: _____

Duly authorized to sign this offer:

Signature:

[.....]

Place and date:

Stamp of the Company/Organization:

STATEMENT OF NON-ASSOCIATION

Offerors should here include a statement that the Offeror (including subcontractors) is not associated, nor has been associated in the past, directly or indirectly, with any other entity that has prepared specifications and documents for the Project or being proposed as Supervisor for the Contract (as stated in Annex 3).

Signature.....

(a person or persons authorized to sign on behalf of the Offeror)

Date