

**CENTRAL BANK OF
BOSNIA AND HERZEGOVINA**
No: 150-15-4-1641-5/22
Sarajevo, 2 November 2022

TENDER DOCUMENTATION FOR PUBLIC PROCUREMENT OF SERVICES
SOFTWARE ADAPTATION ON BPS C4 MACHINES
**NEGOTIATION PROCESS WITHOUT ANNOUNCING A NOTICE ON
PROCUREMENT**

PART 1 - GENERAL DATA

1.1 Data on the contracting party

Contracting party: Centralna banka Bosne i Hercegovine Sarajevo

Address: Maršala Tita 25, 71000 Sarajevo, BiH

Identification number: 4200693920055

Email: sanela.mahmutovic@cbbh.ba

Web site: www.cbbh.ba

1.2 Data on the person in charge of the communication:

Person in charge: Željko Brekalo

Telephone: +387 33 278 192

Email: zeljko.brekalo@cbbh.ba

1.3 The list of business entities which the contracting authority is in conflict of interest with

In this public procurement process, there are no business entities the participation of which is prohibited according to Article 52, point (4) of Public Procurement Law in Bosnia and Herzegovina

1.4 The number of procurement decision

Decision no: 150-15-4-1641-3/22 SAK dated 22 September 2022.

Reference number from the Procurement plan: Special decision, no: 150-15-4-1641-1/22 MM, dated 19 August 2022.

1.5 Data on public procurement process

Type of public procurement Contract: Services

Type of public procurement process: Negotiation process without announcing a notice on procurement.

A brief description of the subject of procurement: Software adaptation on BPS C4 machines.

Estimated value of procurement: BAM 19,500.00 i.e. EUR 9,970.19

Explanation of the fulfilment of conditions for conducting negotiation process without announcing a notice on procurement:

The public procurement process is started according to Article 21 point c) of Public Procurement Law („BH Official Gazette“, ref: 39/14).

Adaptation of the software on BPS C4 machines can only be done by the supplier Giesecke + Devrient Currency Technology GmbH, Munich, Federal Republic of Germany.

The aforementioned supplier is the only manufacturer of the BPS C4 machines, which is why it is the only one with the technical ability to make any adaptations on the mentioned machines.

Designation and name from CPV: 72230000-6 Custom software development services

1.6 Public procurement process phases

The public procurement process will be carried out in the following phases:

Phase no. 1 – Prequalification:

The Applicant submits an Application to participate in the way and in the form set by the Central bank by this Tender Documentation with the submission of the documentation required by the Tender Documentation. Central bank examines the Applications to participate received from Applicant and the submitted documentation and finds if the Applicant is competent, reliable and capable of performing the

Contract taking into account the conditions defined in the Tender Documentation related to the provisions of Articles 45-52 of BH Public Procurement Law. Only the Applicant qualified according to the terms and conditions of the Tender Documentation can participate in further phases of the process. An Application submitted after the expiry of the deadline set by the Central bank is returned to Applicant unopened.

Central bank makes the minutes of the pre-qualification phase and makes a decision on the results of the prequalification, which it delivers to the qualified candidates.

Phase no. 2 – Invitation for submission of Initial Bid and negotiation:

The Bidder can submit Initial Bid even before the invitation of the Central bank, i.e. at the same time when submitting the Application to participate. After receiving Initial Bid, the Central bank examines the Initial Bid and it represents the basis for negotiation. Central bank invites the Bidder that submitted the Initial Bid to start negotiations with.

Phase no. 3 – Invitation for submission of Final Bid and evaluation of Final Bid:

Following the conclusion of negotiations, Central bank sends an invitation for submitting the Final Bid to the Bidder which it negotiated with. Central bank will examine the Final Bid in order to ensure that the Bid meet the conditions defined in this Tender Documentation. After that, Central bank assigns Contract to the Bidder if the Bid is acceptable or cancels the public procurement process according to BH Public Procurement Law.

Tender Documentation: According to the above, Tender Documentation is prepared in four parts. The part with the general data, the part related to prequalification documentation representing the basis for submitting Applications to participate, the part representing the basis for the initial bid submission, and the part representing the basis for the final bid submission.

PART 2 - PHASE I – PREQUALIFICATION

2.1. Personal ability

Conditions and evidence for qualification (Article 45 of the Public Procurement Law)

The conditions which the Applicant must meet, related to personal ability

The Bidder is obliged, with purpose of proving personal ability to prove that:

- a) It has not been convicted by the final judgment in criminal proceedings for the criminal offences of organized crime, corruption, fraud or money laundering, in accordance with the applicable regulations in Bosnia and Herzegovina or the country where it is registered;
- b) It is not bankrupt or subject to bankruptcy proceedings, except in case of the existence of the applicable decision on the confirmation of the bankruptcy plan, or not subject of liquidation process, i.e. it is not in the process of suspending the business activity, according to the applicable regulations in Bosnia and Herzegovina or the country where it is registered;
- c) It has fulfilled the obligations relating to the payment of pension and disability insurance and health insurance, in accordance with the applicable regulations in Bosnia and Herzegovina or in the country where it is registered;
- d) It has fulfilled the obligations relating to the payment of direct and indirect taxes, in accordance with the applicable regulations in Bosnia and Herzegovina or in the country where it is registered.

Evidence which the Applicant must submit related to personal ability

With the purpose of proving the requirements from items a) to d), the Bidder is obliged to submit the filled in statement, which is certified by the competent authority (public notary or court or municipality or similar), which is an integral part of the Invitation (Annex I), with which it will submit the copies of the documents mentioned under points a), b), and c) and d).

Only the Bidder selected as the best one in this procedure of public procurement is obliged, before concluding the contract, to submit the following evidence (original documents or copies certified by the competent authority - public notary or court or municipality or similar) with purpose of proving the facts confirmed in the Statement as it follows:

- a) Certificate from the criminal records of the competent court that it has not been convicted by the valid judgment in criminal proceedings for the criminal offences of organized crime, corruption, fraud or money laundering, in accordance with the applicable regulations in Bosnia and Herzegovina or the country where it is registered;
- b) Certificate or confirmation from the records where the facts are recorded that it is not bankrupt or not subject to bankruptcy proceedings, except in case of the existence of the applicable decision on the confirmation of the bankruptcy plan, or that it is not subject of liquidation process, i.e. is not in the process of suspending the business operations, according to the applicable regulations in Bosnia and Herzegovina or the country where it is registered;
- c) Certificates by the competent tax authority or, if the Bidder is not registered in Bosnia and Herzegovina, confirmation or certificate from the records on the basis of which it can be concluded that it properly fulfils the obligations relating to the pension and disability insurance and health insurance;
- d) Certificates of the competent institution(s) on the properly settled obligations related to direct and indirect taxes.

In case the Bidder have a concluded agreement on the rescheduling of obligations, i.e. postponed payment, on the basis of the contributions for pension-disability insurance, health insurance, direct and indirect taxes, they are obliged to submit the certificate of the competent institution(s) that the Bidder settles its rescheduled obligations according to the defined plan.

The evidence which the selected Provider is obliged to submit have to include the confirmation that at the moment of submitting the Bid, it fulfilled the requirements of the Tender Documentation. Otherwise, it will be considered that it has given a false statement. **The evidence on the fulfilment of the requirements must be submitted within twenty (20) days from the day of receiving the notice on the results of this public procurement procedure.** The evidence submitted by the selected Provider cannot be older than **three months** counting from the moment of submitting the Bid. The selected Provider has to meet all the conditions **in the moment of Bid submission**, otherwise it will be considered it has given a false statement from Article 45 of the Law.

The contracting party can disqualify the Bidder from this procedure of public procurement if the Applicant/Bidder has been guilty of grave professional misconduct committed during the period of three years prior to the beginning of procedure, which the contracting party may prove by any means, in particular, significant and/or repeated faults in performing essential requirements under the contract, which led to its premature termination (e.g. evidence on premature termination of the earlier contract due to the failure to meet an obligation according to the Law on Obligations), damage (final ruling of the competent court for the damage suffered by the contracting party), or other similar consequences due to an intent or negligence of a certain gravity of a business entity (the evidence according to the existing regulations in Bosnia and Herzegovina).

Please note:

The Applicant/bidder can submit evidence of meeting the conditions related to personal capacity (originals or copies of the requested documents, certified by the competent authority) with the Application to participate. In the event that he is elected, it will not be obliged to subsequently submit the requested evidence.

2.2. Capacity to perform professional activity

In the Bid, the Bidder should submit evidence on the registration in appropriate professional or other registries of the country where it is registered or to provide a special statement or certificate of the competent authority proving its right to perform the professional activity, which is related to the subject of the procurement. In that respect, the following will be taken into consideration as evidence:

- Appropriate document which meets the requirement from Article 46 of the Public Procurement Law, issued by the competent authority, according to the applicable regulations of the country where the Bidder is seated/the country where the Bidder is registered, i.e. decision on entry into court or other registry, certificate from the court or other registry or other appropriate equivalent document on the basis of which it can be undoubtedly determined that the Bidder is registered for performing the relevant activity. The submitted document must be original or certified copy (by the competent authority - public notary or court or municipality or similar) with a certification date no older than 3 months from the date of submission of the application for participation.

2.3. Disqualification on the Basis of Conflict of Interest or Corruption

According to Article 52 of the Public Procurement Law, the contracting party is obliged to decline the Bid if the Applicant/Bidder has given or is willing to give bribe to the current or former employee of the contracting party in the form of money or in any non-pecuniary form, with the aim to influence an action, decision or the development of the public procurement process.

Related to this, Applicant/Bidder is obliged to submit, with the application for participation, also a special written statement declaring that it has not offered bribe or participated in any actions aimed at corruption in the relevant public procurement.

Applicant/Bidder is obliged to prepare the mentioned statement and submit it according to the form from (Annex II) of this Tender Documentation, verified and signed by the Applicant/Bidder and verified by the competent authority.

2.4. The cost of Bid preparation and takeover of the Tender Documentation

The cost of preparing and submitting the The Application to participate/Bid shall be entirely born by the Applicant/Bidder.

2.5. Explanation and correction and/or change of the Invitation to Bid, the requiring of explanations

Applicants/bidders can ask the contracting party in writing for clarification of the tender documentation. The contracting party will prepare a response in written form and deliver it to all applicants/bidders who have taken over the tender documentation or of whom it is aware that they have taken over it in the manner defined by this tender documentation within three days before the deadline for submitting bids.

In the event that the amendment of the tender documentation is of such a nature that the preparation of the bid will require additional time, the contracting party is obliged to extend the deadline for receipt of bids, appropriate to the resulting amendments, but not less than 7 days.

2.6. Language, contents and the way of preparing the Application to participate/Bid

The Application to participate/Bid, together with the related documentation, is prepared in English language. The documentation submitted by the Applicant/Bidder for the purpose of proving personal ability (Art. 45 of the Public Procurement Law) and capacity to perform professional activity (Art. 46 Public Procurement Law) may be in English or another foreign language.

While preparing the Application to participate/Bid, the Applicant/Bidder needs to adhere to the requirements and conditions from the Tender Documentation. The Applicant/Bidder must not amend or supplement the text of the Tender Documentation.

The Application to participate/bid is prepared in the way that it makes a whole. If, due to the size or other objective circumstances, the Application to participate/Bid cannot be prepared, so as to make a whole, then it is prepared in two or more parts. If the Application to participate/Bid is made of more parts, the Applicant must in the contents of the Application to participate/Bid specify the number of the parts included.

The Application to participate/Bid is firmly bound in a way to prevent additional taking from or inserting of the sheets. If it is prepared in two or more parts, each part is firmly bound in a way to prevent subsequent inserting or taking out of the sheets. According to the attitude of BH Public Procurement Agency, the firm binding is considered to be a Bid with the book firm binding or a Bid with the binding with the notary thread. The documentation bound with spiral binding or in plastic folder or similar binding which makes possible undisturbed changing of sheets of the Bid/Application to participate is not considered to be firm binding. If the Applicant binds the Application to participate/Bid in the mentioned way, the binding needs to be additionally secured by notary thread. The pages of the Application to participate/Bid are marked with numbers in a way to have visible the number of the page. When the Application to participate/Bid includes several parts, the pages are marked in a way that each succeeding part starts with the ordinal number which is a continuation of the ordinal number of the last page of the preceding part.

Application to participate must include:

- a) Statement (ANNEX I) of the fulfilment of conditions from Article 45 paragraph (1) points from a) to d) of the Public Procurement Law - certified by the competent authority, with copies of evidence of the fulfilment of conditions submitted with it;
- b) Written statement of the Applicant/Bidder from Article 52 of the Public Procurement Law (ANNEX II) - certified by the competent authority;
- c) Filled form of the Application to participate - ANNEX III;
- d) Appropriate document which proves the capacity to perform professional activity, issued by the competent authority - original or certified copy (as stated in point 2.2. of the tender documentation);
- e) The list of confidential information, if the Applicant/Bidder has any - ANNEX V;

Please note:

- Annex V is submitted by the Applicant/Bidder only if it has confidential information in the content of its Application to participate. Otherwise, it is not obliged to deliver it.
- Applicant/Bidder can, simultaneously with the Application to participate, submit an initial bid, with the content specified in chapter 3 of the tender documentation.

2.7. The way of submitting the Application to participate

The Application to participate/Bid, regardless of the way of delivery, **must be received by the contracting party until 30 November 2022, until 12:00 hours as latest.**

Application to participate/Bid are to be delivered at the Central office of the Central bank of Bosnia and Herzegovina or via public post office, at the address: Maršala Tita 25, 71 000 Sarajevo, Bosnia and Herzegovina, in the closed envelope, on which should be written, on **the front page of the envelope:**

**CENTRALNA BANKA BOSNE I HERCEGOVINE
Maršala Tita 25
71 000 Sarajevo
Bosna i Hercegovina**

**ZAHTJEV ZA SUDJELOVANJE U POSTUPKU JAVNE NABAVE USLUGA
ADAPTACIJA SOFTVERA NA TREZORSKIM MAŠINAMA TIP A BPS C4
BROJ NABAVE: 150-15-4-1641-3/22
„NE OTVARAJ“**

In the upper left corner of the envelope, the Applicant is obliged to specify its name and the address.

2.8. Confidentiality of documentation of business entities

Applicant/Bidder, which submit Application/Bid including some confidential data, is obliged to state the data on confidential information according to the form from the annex of this Tender Documentation. If Applicant/Bidder does not submit the mentioned data, it is considered that there is no confidential information.

The data which cannot be considered confidential in any case are:

- a) The total and individual prices presented in the Bid;

- b) Subject of procurement, i.e. offered goods, service or work which comparison with technical specification depends on and also the estimate that the Bid is compliance with the requirements from technical specification;
- c) Evidence on personal situation of the Applicant/Bidder (in respect of provisions of Articles 45-51 of the Law).

If the Applicant/Bidder marks as confidential the data which according to the above cannot be considered confidential, they will not be considered confidential.

2.9. The way of communicating with Applicant/Bidder

The entire communication and exchange of information (correspondence) between the contracting party and Applicant/Bidder should be in writing (email or via post) or directly using the contact data from points 1.1 and 1.2 of this Tender Documentation and Application to participate.

2.10. Legal remedy

Complaints about the tender documentation must be submitted in writing to the Office for Review of Appeals, through the contracting party, within 10 days from the date of receipt of the tender documentation.

Complaints about the tender documentation, as well as possible complaints in the later stages of this procurement procedure, are submitted to the contracting party in at least three copies, exclusively by registered mail or directly to the address of the contracting party.

PART 3 - PHASE II – INVITATION FOR SUBMITTING INITIAL BID AND NEGOTIATIONS

3.1. Detailed description of the subject of procurement

The subject of this procedure is procurement of services - adaptation of the software on BPS C4 machines.

3.2. Technical specification

Technical specification is provided in ANNEX VI.

3.3. Place of delivery

As stated in technical specification - ANNEX VI.

3.4. The period of providing of services

70 days, counting from the day of delivery of the test KM banknotes, necessary for the preparation of the adaptation.

3.5. Contents of the Initial Bid

The Initial Bid must necessarily contain a completed form for the initial price of the bid - Annex IV, with indication - Initial Bid.

3.6. Submission of the Initial Bid

The Initial Bid can be submitted simultaneously with the Application to participate, in the manner described in point 2.7. of the tender documentation.

In the event that the initial offer is not submitted simultaneously with the Application to participate, the Central Bank will invite the qualified bidder to submit the initial offer by e-mail.

3.7. The Initial/Final Bid Price Form Annex IV

Bidder is obliged to submit a filled-in Bid Price Form according to all the requirements defined, for all the items included in the Form. In case the Bidder fails to fill in the Form according to the set requirements, for all the mentioned items, its Bid will be rejected.

In the Bid Price Form includes more items, the Bidder is obliged to provide Bid for all the items, taking care that the total sum of the prices of all the items in the form cannot be 0.

3.8. The way of determining the price of Initial/Final Bid

Bid price includes all the items from the Bid Price Form, if the subject of procurement is divided by items. The Bid price is written both in numbers and in letters. The Bid price is unchangeable.

The Bid price must include the Bid price (without VAT), offered discount and finally the Bid price with the included discount (without VAT). The Bid price without VAT must include all the costs, particularly the following:

- a) insurance;
- b) price of accompanying (additional) services,
- c) other costs necessary for providing of services.

The contracting party must not have any additional costs except for those stated in the Bid Price Form.

If the Bidder is not VAT payer, it does not state VAT, and in the Bid Form, in the place where the appropriate amount of VAT is entered, 0.00 is entered or the amount is not entered at all.

VAT on the Bid price with the included discount is presented separately. Finally, the value of the Contract is presented (Bid price with the included discount) + VAT.

3.9. Currency of the Bid

The Bid price is expressed in euro (EUR).

3.10. Negotiation process

After the competent Commission examines the submitted documentation in the Application to participate and Initial Bid, it will organise negotiations with the representative of the Bidder, by e-mail.

For that purpose, it is necessary to deliver in the Bid Submission Form - ANNEX III, the contact data, name and email address of the person who is authorised to negotiate with the Commission, on behalf of the Bidder.

PART 4 – PHASE III - FINAL BID

4.1. Content and submission of the Final Bid

The Final Bid must necessarily contain a completed form for the Final price of the Bid - Annex IV, with indication - Final Bid.

The Final Bid will be delivered upon conclusion of the negotiations with the competent Commission, by e-mail.

4.2. Criterion for assigning the Contract

The criterion for assigning the Contract is the lowest price.

4.3. Application to participate/Bid validity period

Application to participate/Bid must be valid for 120 days from the deadline for submission of Application to participate.

Until the expiry of the period of Bid validity, the contracting party has the right to ask Applicants/Bidders in writing to extend the period of validity of their Application to participate/Bid until a certain date.

If the Bidder does not respond to the written request of the contracting party regarding the extension of the Application to participate/Bid validity period, or does not agree to extend the Application to participate/Bid validity period, the Bidder shall be deemed to have rejected the contracting party's request and its Application to participate/Bid is not considered in the further procedure.

4.4. Correction of errors and omissions

The contracting party will check the calculation accuracy of the Bid to correct any error in the Bid that is purely arithmetic in nature if it is discovered during the evaluation of bid. When the calculations related to individual items from the Form for Bid price or the Bid price without value added tax specified in the completed Form for Bid price do not correspond to the calculation methodology defined in this Tender Documentation, the contracting party shall correct them, so that the unit price is the basis of the Bid, which cannot be amended, while all other values are corrected according to basic arithmetic procedures.

The contracting party shall without delay send a request to the Bidder to confirm the correction of the Bid and may continue the procedure, with the error corrected, provided that the Bidder has approved it within the deadline foreseen by the contracting party. If the Bidder does not approve the suggested correction, the Bid is rejected.

The amounts corrected in this way will be binding to the Bidder.

4.5. Deadline, manner and conditions of payment to the selected Bidder

Payment to the selected Bidder, will be made within 30 days from the day of issuing the invoice by the Supplier.

ANNEXES:

ANNEX I Form for Statement on meeting the terms referred in the Article 45 of the PPL

ANNEX II Form for Statement on meeting the terms referred in the Article 52 of the PPL

ANNEX III Application to participate in the public procurement procedure

ANNEX IV Form for Price of Initial/Final Bid

ANNEX V Form for Delivery of confidential information

ANNEX VI Technical specification

**FORM FOR STATEMENT ON MEETING THE TERMS REFERRED
IN THE ARTICLE 45 OF THE PPL**

Statement on the fulfilment of the requirements from Article 45. Par. (1) Items from a) to d) of the
Public Procurement Law („BH, Official Gazette, No: 39/14“)

I, the undersigned _____ (name and family name), with personal
identification card no: _____ issued by: _____, as a representative
of the business company or economic activity or similar activity, i.e. a representative of the Bidder:
_____ (state the position, the name of the business company or
economic activity or similar activity), ID number:
_____, the seat of which is in
_____ (town/municipality), at the address
_____ (street and number), as an Applicant /Bidder in the
process of public procurement of the services - software adaptation on BPS C4 machines, which is carried
out by the contracting party Central bank of Bosnia and Herzegovina, and according to Article 45
paragraphs (1) and (4) **with full material and criminal responsibility**

HEREBY DECLARE

Applicant/Bidder _____ in the mentioned process of
public procurement, which I represent:

- a) Has not been convicted by the valid judgment in criminal proceedings for the criminal offences
of organized crime, corruption, fraud or money laundering, in accordance with the applicable
regulations in BH or the country where it is registered;
- b) Is not bankrupt or subject to bankruptcy proceedings, or subject of liquidation process;
- c) Has not failed to fulfil the obligations relating to the payment of pension and disability
insurance and health insurance, in accordance with the applicable regulations in BH or in the
country where it is registered;
- d) Has not failed to fulfil the obligations relating to the payment of direct or indirect taxes, in
accordance with the applicable regulations in BH or the country where it is registered.

In this respect, I am familiar with the Applicant / Bidder obligation to, in case of award of the contract,
submit the documents referred to in Article 45, paragraph (2) items a) to d) at the request of the
contracting party and within the period specified by the contracting party pursuant to Article 72, paragraph
(3) Item a).

I further declare that I am aware that falsification of official documents, or use of false official or business
document, book or file in the service or the business as if they were true, are the criminal offenses
provided for in the Criminal Codes in BH, and that providing false information in the documents that
prove personal ability referred to in Article 45 of the Public Procurement Law is an offense for which
there are defined the fines of 1,000.00 to 10,000.00 BAM for the Bidder (legal entity) and BAM 200.00 to
2,000.00 for the Bidder's responsible person.

I also declare that I am aware that the contracting party which carries out the mentioned procedure of public procurement according to Article 45 paragraph (6) of the Public Procurement Law, in case of doubting the correctness of the data provided by this Statement, retains the right to check the veracity of the presented information with the competent bodies.

The Statement provided by:

Place and date of giving the Statement:

Signature and seal of the competent body (public notary or court or municipality or similar):

L.S.

**FORM FOR STATEMENT ON MEETING THE TERMS REFERRED IN
THE ARTICLE 52 OF THE LAW**

WRITTEN STATEMENT FROM THE ARTICLE 52 OF THE PUBLIC PROCUREMENT LAW

I, the undersigned _____ (name and family name), with personal identification card no: _____ issued by: _____, as a representative of the business company or economic activity or similar activity, (of the Bidder) _____ (to state the position, the name of the business company or economic activity or similar activity), ID number: _____, the seat of which is in _____ (town/municipality), at the address _____ (street and number), as an Applicant/Bidder in the public procurement procedure of the services - software adaptation on BPS C4 machines, which is carried out by the contracting party: Central bank of Bosnia and Herzegovina and according to the Article 52 paragraph (2) of the Public Procurement Law, **with full material and criminal responsibility**

HEREBY DECLARE

1. I have not offered a bribe to any person involved in the procurement process, at any stage of the procurement process.
2. I have not given or promised a gift or other benefit to an official or responsible person in the contracting party, including a foreign official person or an international official, in order to perform in the framework of official competencies, the action that he should not perform or refrains from performing acts that should to be performed by him or by someone who mediates in the bribery of an official or responsible person.
3. I have not given or promised a gift or other benefit, official or responsible person in the contracting party, including a foreign official person or an international official, in order to perform in the framework of his official competencies, the actions that he should perform or he refrains from performing actions, which should not be executed.
4. I have not been involved in any activity aimed at corruption in public procurement.
5. I have not participated in any action that is aimed at corruption in the course of the procedure of this public procurement.

By giving this Statement, I am aware of the criminal liability provided for offenses of bribery and criminal offenses against official and other responsibilities and duties as provided under the Criminal Code of Bosnia and Herzegovina.

The Statement provided by:

Place and date of giving the Statement:

Signature and seal of the competent body (public notary or court or municipality or similar)

_____ L.S.

APPLICATION TO PARTICIPATE

Name, Seat, address and ID No. of the Applicant/ Bidder:	Signature of the authorised person of the Bidder

CONTACT PERSON (*for this Bid*)

First and Second name	
Address	
Telephone	
Email	

APPLICANT STATEMENT

In the negotiation process without announcing a notice on procurement, for the public procurement of services - adaptation of the software on the BPS C4 machines, which was initiated by the Decision of the Central Bank of Bosnia and Herzegovina, no: 150-15-4-1641-3/22 SAK, dated 22 September 2022, we submit an Application to participate and declare the following

1. In accordance with the content and requirements of the Tender Documentation, for the procurement of services, we hereby accept its provisions in full, without any reservations or restrictions.
2. With this Application to participate, we respond to your invitation to participate, in accordance with the requirements requested in the tender documentation, criteria and established deadlines, without any reservations or restrictions.

With the aim to prove our qualifications herein, we deliver the following pieces of evidence:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

7. _____

8. _____

9. _____

10. _____

Signatures: _____

(Authorised by above mentioned Applicant/Bidder)

Date: _____

Seal of the Applicant/Bidder

FORM FOR PRICE OF INITIAL/FINAL BID
Procurement of services - software adaptation on BPS C4 machines

Initial Bid

Final Bid

Bidder is obliged to mark the above Bid, it submits (Initial or the Final one)

Name and ID No of the Bidder: _____

Bid number: _____

Description	Quantity	Unit price in EUR
Adaptation of the software to 9 (nine) BPS C4 machines, in accordance with the requirements from the Technical Specification - Annex VI TD	1	
Discount		
Total price with discount, without the VAT, in EUR		

In letters: _____ and ____/100 EUR.

Please note:

- 1 Prices must be expressed in EUR. The price must be specified for each item of the Bid.
- 2 The price of Bid is stated without VAT and it includes all charges that the Contracting authority must pay to the Supplier. Contracting authority shall not have any additional costs other than those specified in this Form.
- 3 In case of difference between unit prices and total amount, the correction will be made in accordance with the unit prices.
- 4 The unit price is not considered an error, i.e. it cannot be corrected

Signature and seal of the Bidder: _____

FORM FOR DELIVERY OF CONFIDENTIAL INFORMATION

The confidential information	Numeration of pages containing confidential information in the Bid	Time period in which these pieces of information will be confidential

Please note:

1. The following cannot be considered confidential information: total and individual prices stated in the Bid; subject of procurement, i.e. offered goods, service or work; certificates, attestations and other documentation on which the qualification of the Bidder in this public procurement procedure depends. If the Bidder states that the mentioned data are confidential, they will still not be considered confidential.

Signature and seal of the Bidder: _____

TECHNICAL SPECIFICATION

Adaptation of software on BPS C4 machines

The Central Bank of Bosnia and Herzegovina primarily processes cash on machines manufactured by Giesecke+Devrient Currency Technology GmbH, model BPS C4 (in total 9 machines).

The BPS C4 authentication machines use the latest version of the software adaptation that verifies and confirms the authenticity of all banknotes that are processed on the machines. Considering that in 2022 the Central Bank of Bosnia and Herzegovina released 200 KM banknotes into circulation with an improved protection system, it is necessary to provide software adaptation for BPS C4 machines in order to be able to read the M-Feature protection.

The built-in MFD sensor is a specially designed component that reads the M-Feature protection in the banknote paper, and for its function a software adaptation is necessary when it comes to 200 KM banknotes, 2022 edition. The requested software adaptation is an upgrade of the existing adaptation, which already contains the ability to read other denominations of KM banknotes.

The adaptation is being prepared in Munich and for this activity it is necessary to provide 500 to 1000 pieces of test banknotes of different serial numbers if the adaptation for 200 KM would be made as relevant as possible.

The time required to make the adaptation is from 6 to 10 weeks, and after the adaptation is finished, the test banknote will be returned to the CBBH.

The adaptation will be delivered on CD or through an online server for data exchange.

After the software adaptation, C4 machines should be able to recognize the authenticity of the 200 KM, 2002 issue, banknote that does not have M-Feature protection ("old edition") and the 200 KM, edition 2022, banknote that has M-Feature protection.