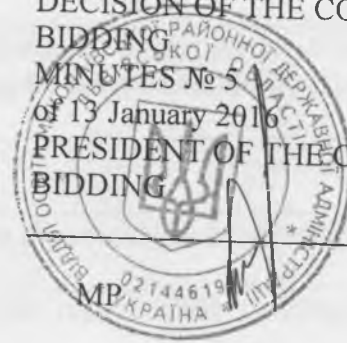


APPROVED
DECISION OF THE COMPETITIVE
BIDDING
MINUTES № 5
of 13 January 2016
PRESIDENT OF THE COMPETITIVE
BIDDING



O.P. Lobyk

DOCUMENTATION
competitive bidding for procurement procedure - open bidding

for the purchase: 09123000-7 "Natural Gas"

Customer: Department of Education Nikolaev district state Administration of Lviv region

m. Mykolaiv – 2016

I. General Provisions	
1	2
1. The terms used in tender documentation	Tender documentation designed to meet the requirements of the Act. The terms used in this tender documentation shall have the meanings defined law
2. Information about customer trades	
Full name	Department of Education Nikolaev district state administration Lviv region
location	st. R. Shukhevych, 12, Lviv region, Mykolayiv region, m. Mykolaiv, 81600
official customer, authorized to communicate with participants	Orest Pavlovych Lobyk, Chairman of the Tender Committee, st. R. Shukhevych, 12, Lviv region, Mykolayiv region, m. Mykolaiv, 81600; 032-41-51-126.
3. Purchase Information	
Procurement subject	09123000-7 "Natural Gas"
Type of procurement subject	09123000-7 "Natural Gas"
location, quantity, scope of delivery of goods (services, works)	educational institutions of Mykolayiv district, Lviv region Natural gas - 761,332 m3
Delivery of commodities (services, works)	February- December 2016
4. Purchase procedure	Open tender
5. Non-discrimination Lists	Domestic and foreign parties involved in the procurement procedure on equal terms
6. Information about the currency (currency) in which (which) should be calculated and indicated offer price tender	Currency proposals competitive bidding is hryvnia. If the participant is a resident of the procurement procedure, the participant may be noted the tender offer price in euros. In this case, the disclosure offers competitive bidding price of such tender offer converted into hryvnia at the official exchange rate to the euro, the National Bank of Ukraine on the date of opening of tender offers, as indicated in the minutes of opening of tender offers. Mechanism terms of the offer price: The offer price at the date of disclosure = non-resident price in euros * euro for the NBU on the date of disclosure.
7. Information about the language (s) in which (which) should be made tender offers	During the procurement of all documents prepared by the customer, are taught in Ukrainian and one of the foreign languages ..
II. Procedure for amendments and clarification to the tender documentation	
1. The procedure of clarification of tender documentation	Physical / legal person is entitled not later than 10 days before the expiry of the tender bids refer to the customer for clarification of the tender documentation. Customer must explain to appeal within three days of its receipt of all persons who were given documentation competitive bidding. Customer may on its own initiative or as a result of applications to amend the tender documents by extending the deadline for disclosure of tender offers no less than seven days and notify in writing within one working day after the decision on making these changes all persons who was issued tender documentation. In this case the customer makes changes to the tender documentation and presentation extends tender offer.

	<p>In case of untimely customer clarification about the content of the tender documentation or untimely amendment customer should extend the deadline for opening of tender offers no less than seven days and notify all persons who were given documentation competitive bidding.</p> <p>This information is published by the customer pursuant to Article 10 of the Law.</p>
2. Conduct meetings to clarify requests for tender documents	<p>In the case of meetings to clarify any complaints regarding competitive bidding documents should provide customer keeping minutes of meetings to set it all on requests for clarification.</p> <p>This information is published by the customer pursuant to Article 10 of the Law.</p>
III. Preparation of tender offers	
<p>1. Making the tender offer</p> <p>* This requirement does not apply to members who operate without a seal in accordance with applicable law, except for original or notarized documents issued by other organizations (companies, institutions)</p>	<p>Tender offer submitted in writing signed by an authorized officer, stitched, numbered and sealed envelope.</p> <p>Each participant may submit only one tender offer. Party procurement tender to submit proposals to the object of purchase.</p> <p>In the absence of legislative requirements for electronic means of competitive bidding proposal is not submitted electronically.</p> <p>All pages offer competitive bidding procurement procedures must be numbered and contain the signature of an authorized official party procurement and seal *.</p> <p>Authority to sign documents suggests competitive bidding procurement procedures confirmed by an extract from the minutes of the founders, the order of appointment, power of attorney, order or other document confirming the authority official party to sign the documents - labor contract for physical persons - businessmen - a copy of passport and identification code.</p> <p>Tender offer sealed in one envelope, which in places contain adhesive seal party procurement *.</p> <p>The envelope must contain:</p> <p>full name and location of the customer;</p> <p>name of the procurement in accordance with the announcement of public bidding;</p> <p>full name (surname, name and patronymic) party procurement, its location (place of residence), identification code, contact telephone numbers;</p> <p>label "Do not open until 26 February 2016. up to 10 hours. "</p>

2. Content of proposals competitive bidding	<p>Tender offer filed by member of the procurement procedure shall consist of:</p> <p>documents confirming the authority of an official or a representative party procurement documents for the signature proposal of competitive bidding;</p> <ul style="list-style-type: none"> - Information necessary technical, qualitative and quantitative characteristics of procurement; - Documentary evidence of their compliance with the eligibility criteria set out in Article 16 and the requirements of Article 17 of the Law. - Written consent to the essential terms of the contract; - Price offers submitted on the form provided in Appendix Number 2. - Dohorovu project; - Consent to the processing of personal data.
3. Ensuring competitive bidding proposals	Not required by the customer
4. Terms of return or non-return of tender offers	Not required by the customer
5. The period during which the tender offer is valid	<p>Competitive bidding proposals are valid for 90 days .Do end of this period the customer has the right to require participants extension of the tender offers.</p> <p>The participant has the right to:</p> <p>reject such a request without losing the him of tender offers;</p> <p>Accept the request and extend the validity of his tender offer of securities and tender offer</p>
6. Qualification criteria for participants	<p>In determining the eligibility criteria in the tender documentation the customer is guided by a list of qualifying criteria set out in Article 16 of the Law.</p> <p>Customer specified qualification criteria for participants under Article 16 of the Act, namely:</p> <ul style="list-style-type: none"> - Availability of equipment and material - technical base, (free-form certificate); - Availability of suitably qualified staff who have knowledge and experience (free-form certificate); - Availability of documented experience performance of similar contracts (copies of contracts, certified under legislation); <p>Documents not stipulated by law for participants - individuals, including individuals - entrepreneurs do not feed them as a part of tender offer. The requirements laid down in Article 17 of the Law (originals or certified copies):</p> <ul style="list-style-type: none"> - Certificate of no criminal record for use in Ukraine, issued by the competent authority, current at the date of disclosure; - Help the Ministry of Justice of Ukraine on the company's lack of a single database of businesses for which instituted proceedings in bankruptcy; - Extract from the Unified State Register of Legal Entities and individuals - entrepreneurs until the publication of the announcement on the conduct of the public bidding or a later date;

	<ul style="list-style-type: none"> - Extract or information sheet from the Register of persons who have committed corruption offenses; - Certificate of DPI's lack of arrears of taxes and duties (mandatory payments), which is valid at the time of disclosure; - Certificate of freeform compliance with all other requirements of Article 17 of the Act; - For legal persons: copy of the Statute or by other founding document with amendments (if any), a copy of the bidder's inclusion in the Unified State Register of Enterprises and Organizations of Ukraine (EDRPOU); for individuals - entrepreneurs: extract from the Unified State Register of LE and PE certificate (or extract from the register) single tax or value added tax, a copy of the certificate of registration of the taxpayer. Customer refuse participant in the tender and reject its offer if the last three years brought to responsibility for violation of paragraph 4 of Article 6, paragraph 1 of Article 50 of the Law of Ukraine "On Protection of Economic Competition", in the form of committing anticompetitive concerted actions concerning distortion of the auction (tenders) registered in offshore zones. Tilt's proposal, if submitted by the member who is a related person with other members or member of the Tender Committee ..
7. Information on necessary technical, qualitative and quantitative characteristics of procurement	<p>Members procurement procedure must provide as part of the tender offer documents confirming compliance with competitive bidding proposal's technical, qualitative, quantitative and other requirements for the subject procurement established by the customer.</p> <p>Customer requirements are determined by the subject procurement in accordance with Article 22 of the attached application number 1.</p>
8. Information on the sub-contractor (subcontractors)	-
9. Description of individual part (s) of the purchase (lot) on which proposals may be submitted by tender	In the supplement number 1 "Requirements for the subject procurement."
10. Modification or withdrawal suggests competitive bidding party	<p>The participant has the right to amend or withdraw its tender offer prior to the expiration of its submission.</p> <p>Such changes or a statement of withdrawal suggests competitive bidding considered in cases where they are received by the customer before the expiry of the tender bids</p>
IV. Submission and opening of tender bids	
1. Method, place and deadline for submission of tender offers: a way of submitting tender offers	Personally or by mail.
A place for tender offers	st. R. Shukhevych, 12, Lviv region, Mykolayiv region, m. Mykolaiv, 81600, room service district department of education schools.

	<p>-100 price point.</p> $\text{Bobchysl} = C_{\min} / P_{\text{calculated}} * 100,$ <p>Bobchysl = calculated number of points; C min - the lowest value for the criterion "Price"; Pcalculated - the value of the current criterion of the bid, the number of points for is calculated.</p>
2. Correction of arithmetic errors	<p>The customer has the right to correct arithmetical errors in arithmetic result of actions identified in the submitted proposal competitive bidding during its evaluation, in the manner prescribed by tender documentation, subject to the written consent of the user who submitted the tender offer.</p> <p>The customer said conditions and procedure for correction of arithmetic errors.</p> <p>If a participant does not agree with the correction of arithmetic errors, its tender offer is rejected</p>
3. Other Information	<p>With documentation can be found at</p> <p>- www.tender.me.gov.ua and www.mykosvita.at.ua</p>
4. Rejection of tender offers	<p>Customer rejects tender offer if:</p> <ol style="list-style-type: none"> 1) member does not meet the qualification criteria established in Article 16 of the Law; disagrees with the correction of arithmetic errors discovered by the customer; 2) there are grounds mentioned in Article 17 and part seven of Article 28 of this Law; 3) the tender offer does not meet the tender documentation. <p>Information about rejection of tender offers indicating the reasons is sent to the participant whose proposal is rejected within three working days of the adoption of this decision is published in accordance with Article 10 of this Law</p>
5. Cancellation of the tender or defining them as failed	<p>Customer cancels auction if:</p> <ul style="list-style-type: none"> no further need for purchase of goods; inability to eliminate violations that result from violations found legislation on public procurement; detecting collusion of participants; breach of disclosure announcement of procurement, acceptance, announcement of the results of the procurement procedure under this Act; Submissions in less than two tender offers; rejection of all tender offers under this Act; to assess if there has been less than two participants. <p>About cancellation of the procurement procedure for such reasons should be clearly defined in the tender documentation.</p> <p>Trades may be canceled in part (by lot).</p> <p>The customer has the right to accept bids as not having taken place if:</p> <ul style="list-style-type: none"> price most advantageous tender offer exceeds the amount provided by the customer to finance the purchase; Purchase became impossible due to force majeure;

deadline for submission of tender bids (date, time)	<p>26 th February 2016 at 09 h. ,</p> <p>Offers tender received by the customer after the deadline for their submission, are not disclosed and returned to the participants who submitted them.</p> <p>Upon request by the customer within one business day of receipt of the request confirms receipt of tender offers with the date and time</p>
2. Place, date and time of opening of tender offers Place of opening of tender offers	<p>st. R. Shukhevych, 12, Lviv region, Mykolayiv region, m. Mykolaiv, 81600, conference hall education department.</p>
date and time of tender offers	<p>February 26th, 2016 at 10 am.</p> <p>To participate in the procedure of opening of tender offers customer allowed all participants or their authorized representatives. The absence of a member, or his authorized representative during the procedure of opening offers competitive bidding is not a ground for refusing to disclose whether the examination or to reject his tender offer.</p> <p>The authority's representative confirmed extract from the minutes of the founders, the order of appointment, power of attorney, order or contract of employment.</p> <p>To confirm the identity of the representative must present a passport or official identity card identity by an authorized representative. During the opening of tender offers presence or absence of all necessary documents required by tender documentation, as well as the name and location of each participant, the price of each tender offer or any part of the procurement subject (lots).</p> <p>This information is brought to the Protocol disclosure of tender offers. Protocol disclosure of tender offers made in day of opening of tender offers in the form approved by the Ministry of Economy of Ukraine.</p> <p>Protocol disclosure offers competitive bidding signed by members of the Tender Committee and participants involved in the process of opening offers competitive bidding.</p> <p>Signed by the Chairman of the Tender Committee and seal customer copy of the tender offer opening provided any - Participant at its request within one business day of receipt of such request.</p> <p>Protocol disclosure of tender offers shall be made public within three working days from the date of opening of the tender offer in accordance with Article 10 of the Law</p>
V. Evaluation of tender offers and determine the winner	
1. The list of criteria and methods of evaluation of tender bids indicating the share criterion	<p>The customer has the right to appeal to participants to clarify the content of their tender offers in order to facilitate the review and evaluation of proposals.</p> <p>Customer and participants can not initiate any negotiations on changes to the content or prices submitted tender offer.</p> <p>Customer defined criteria and methodology for assessment in accordance with paragraph five of Article 28 of the Law, namely:</p>

	<p>reduce spending on procurement of goods, works and services.</p> <p>Notice Unlike auction or recognition of such that is sent by the customer</p> <p>Authorized body and all participants within three working days of the customer and the relevant decision is published in accordance with Article 10 of this Law</p>
VI. The conclusion of the procurement contract	
1. Terms of the contract	<p>In determining the winner of the day the customer accepts the tender offer that as the most cost-effective for the evaluation.</p> <p>The customer enters into the procurement contract with participant, the tender offer which was accepted not later than 30 days from the date of acceptance of proposals in accordance with the requirements of the tender documentation and accepted the proposal, but no earlier than 10 days from the date of publication on the website of the Commissioner organ procurement notice of acceptance of tender offer.</p>
2. The requirements to be included in the procurement contract	<p>The procurement contract shall be in writing under the provisions of the Civil and Commercial Codes of Ukraine with the specifications defined by this Law.</p> <p>Terms of the procurement contract should not differ from the content of the offer or quotation (including price per unit of output) winner of the procurement procedure.</p> <p>The requirements of the procurement contract can not be changed after it is signed by the parties to fulfill obligations in full, except:</p> <ul style="list-style-type: none"> - Reduction of procurement, particularly in view of the actual expenditures of the customer; - Changes in the price per unit not exceeding 10 per cent in case of fluctuations in the price of the product on the market, provided that the said change will not increase the amount specified in the contract; - Improving the quality of the subject procurement, provided that such improvement will not increase the amount specified in the contract; - The continuation of the contract and the obligation to transfer the goods in case of documented objective circumstances that have caused such an extension, including force majeure, delays of customer financing costs, provided that such changes do not result in an increase in the amount specified in the contract; - Changing conditions in the application of the provisions of part six of this article; - Coordination of price changes downward (without changing the quantity (amount) and quality of goods; - Price changes due to changes in tax rates and fees in proportion to changes in these rates; - Changes established under the law by the State Statistics inflation index, changes in foreign currency in the case of a contract on the purchase order price changes depending on changes of the exchange rate, changes in stock quotes regulated prices (tariffs) and standards used in the procurement contract . <p>Effects of purchase agreement may be extended for a period</p>

	sufficient to procurement procedure early next year, in the amount not exceeding 20 percent of the amount specified in the contract concluded in the previous year, when spending for this purpose in the prescribed manner.
3. Actions at refusal of the customer successful tenderer to sign the contract on purchase	In the case of written refusal of the tender winner to sign procurement contract in accordance with the requirements of the tender documentation or neukladennya the procurement contract by the fault of the period specified by law, the customer re-determine the most economically advantageous tender offer of those whose validity has not expired
4. Enforcement of the procurement contract	not required