

Ata da Conferência Prévia

REUNIÃO DE CONFERÊNCIA PRÉVIA

Desenho Detalhado de Engenharia para Construção da Nova Prisão com Centro de Produção em Weberek (Nº de Concurso: RFP/013/MOJ-2025)

1. Aos 24 dias do mês de Abril de 2025, pelas 10H00 minutos nas instalações da Comissão Nacional de Aprovisionamento (CNA) sitas em Avenida de Balide, Património do Estado, Díli, o júri reuniu com o dono-de-obra (Ministerio da Justiça) e os concorrentes para proceder à conferência prévia.
 - a) Identificação do procedimento: Procedimento nº TENDER-RFP/013/MOJ-2025
 - b) Entidade adjudicante: Ministerio da Justiça
 - c) Objeto do procedimento: **Desenho Detalhado de Engenharia para Construção da Nova Prisão com Centro de Produção em Weberek (Nº de Concurso: RFP/013/MOJ-2025)**
2. De seguida, foi ministrada uma breve apresentação referentes ao Caderno de Encargos pelo Sr. Hermenegildo Fernandes, Oficial de Aprovisionamento da CNA. Apresentamos no Anexo 1 os respetivos slides da apresentação.
3. A sessão de perguntas e repostas teve lugar imediatamente após a supracitada apresentação cujo registo se encontra no Anexo 2 (Esclarecimento nº 1).
4. Por nada mais haver a tratar, a conferência prévia foi encerrada às 10:30 horas pelo Sr. Hermenegildo Fernandes que agradeceu a presença de todos os participantes na mesma.

Díli, 24 de Abril de 2025

O Júri.

Name	Position	Signature
Sr. Hermenegildo Fernandes	Presidente	
Sr. Abdul Basit	Vogal efetivo	
Sr. Delfio Soares Alves	Vogal efetivo	
Sr. João Domingos	Vogal efetivo	
Sr. Rogerio Henrique	Vogal efetivo	

Anexo:

1. Slides da apresentação
2. Esclarecimento nº 1.

Minutes of Pre-Proposal Conference

Detailed Engineering Design (DED) for the New Construction of Production Centre Weberek Correctional Building (TENDER-RFP/013/MOJ-2025)

1. The Pre-proposal Conference for the Detailed Engineering Design (DED) for the New Construction of Production Centre Weberek Correctional Building held at 10:00 hours local time on 24th April 2025 at the Conference Room of the National Procurement Commission (NPC) at Rua de Balide, Património do Estado, Dili, Timor-Leste. This meeting was attended by the representatives from the National Procurement Commission (NPC), Ministry of Justice (MOJ) and interested consultants in venue.
 - a) Project identification: **TENDER-RFP/013/MOJ-2025**
 - b) Project owner: **Ministry of Justice**
 - c) Name of the Project: **Detailed Engineering Design (DED) for the New Construction of Production Centre Weberek Correctional Building**
2. Mr. Hermenegildo Fernandes, Procurement Officer of NPC welcomed all the attendees of the meeting and the meeting was followed by a brief presentation on the key aspects of RFP Document. The presentation slides are enclosed in **Annex-1**.
3. The questions and answers session of the meeting took place immediately after the presentation. The questions-and-answer are enclosed in **Annex-2** (Clarification No. 1).
4. The pre-proposal conference was concluded at 10:30 hour's local time. Mr. Hermenegildo Fernandes thanked all the participating consultants for their active participation in the pre-proposal conference meeting.

Dili, 24 April 2025

By the Jury.

Name	Position	Signature
Mr. Hermenegildo Fernandes	President	
Mr. Abdul Basit	Effective Jury Member	
Mr. Delfio Soares Alves	Effective Jury Member	
Mr. João Domingos	Effective Jury Member	
Mr. Rogerio Henrique	Effective Jury Member	

Annexes:

1. PowerPoint Presentation
2. Clarification No. 1



REPÚBLICA DEMOCRÁTICA DE TIMOR-LESTE
 MINISTÉRIO DO PLANEAMENTO E INVESTIMENTO ESTRATÉGICO
 COMISSÃO NACIONAL DE APROVISIONAMENTO
 Avenida de Balide, Díli, Timor-Leste. Telephone No.: 3331101

PRE-PROPOSAL CONFERENCE

DETAILED ENGINEERING DESIGN (DED) FOR THE NEW CONSTRUCTION OF
 PRODUCTION CENTRE WEBEREK CORRECTIONAL BUILDING

TENDER No.: RFP/013/MOJ-2025

24 APRIL 2025, 10:00 AM

IMPORTANT POINTS

Clause	
ITC & Data sheet 2.1	<u>Method of Selection</u> Name of the Employer: Ministry of Justice, RDTL Method of selection: QUALITY AND COST BASE SELECTION (QCBS) In accordance with the Applicable Law, the Employer shall open the financial proposals of only the Consultants whose proposals meet the minimum passing scores based on the result of the Technical Evaluation
ITC & Data sheet 2.2	<u>Submission of Proposals</u> Financial Proposal to be submitted together with Technical Proposal Yes The name of the assignment is Detailed Engineering Design (DED) for the New Construction of Production Centre Weberek Correctional Building (RFP/013/MOJ-2025)
ITC & Data sheet 9.1	<u>Language</u> This RFP has been issued in the <u>English and Portuguese</u> languages Proposals shall be submitted in <u>English or Portuguese</u> languages (Only one Language). All correspondence shall be in the <u>English</u> language

IMPORTANT POINTS

Class	
ITC & Data Sheet 10.1	<u>Documents Comprising the Proposal</u> The Proposal shall comprise the following <u>For FULL TECHNICAL PROPOSAL (FTP):</u> 1st Inner Envelope with the Technical Proposal: (1) Power of Attorney to sign the Proposal (2) Proof of Legal Status and Eligibility (3) TECH-1 (4) TECH-2 (5) TECH-3 (6) TECH-4 (7) TECH-5 (8) TECH-6 AND 2nd Inner Envelope with the Financial Proposal (if applicable): (1) FIN-1 (2) FIN-2 (3) FIN-3 (4) FIN-4

IMPORTANT POINTS

Class	
ITC & Data Sheet 10.1 (Consultant)	Proof of legal status establish Consultant's legal capacity to enter into binding and enforceable contracts and shall be supported by the following or its equivalent as deemed acceptable by the Employer • Certificate of incorporation • Partnerships duly organized • Universities, institutions, public sector organizations, and nongovernment organizations that are not legally incorporated shall provide other documentation that establishes their legal capacity to enter into binding and enforceable contracts with the Employer (such as charter, statute, etc.) Please refer to CHECKLIST OF REQUIRED FORMS in Section 3
ITC & Data Sheet 12.1	<u>Proposal Validity</u> Proposals must remain valid for 180 calendar days after the proposal submission deadline
ITC & Data Sheet 13.1	<u>Clarification of Request for Proposal</u> Clarifications may be requested no later than 10 days prior to the submission deadline. The contact information for requesting clarifications is: E-mail: rf@cna.gov.it cc: as@cna.gov.it; ns@cna.gov.it; ah@cna.gov.it; mj@cna.gov.it; cm@cna.gov.it; Phone No.: (+670) 3331101 The website to Publish the clarification and addendum www.cna.gov.it, www.baf.gov.it, www.dgproskel.com.it, www.dgproskel.com

IMPORTANT POINTS

Clause	
ITC & Data Sheet 14.1.2	- Estimated time-input of International Key Experts' is: 19 person-months - Estimated time-input of Assistant Key Experts' is: 31 person-months.
ITC & Data Sheet 14.1.4	<u>Only for QCBS with Maximum Budget</u> Maximum budget for the assignment: USD 265,550.00 (United States Dollars Two Hundred Sixty-five Thousand Five Hundred Fifty) including inclusive of all taxes The Employer may disqualify the technical and financial proposal if an Evaluated Financial Proposal exceeds the maximum budget.
ITC & Data Sheet 15.2	<u>Format of Technical Proposal</u> The format of the Technical Proposal to be submitted is: Full Technical Proposal (FTP) Please refer to the Checklist of Required Forms in Section 3. Submission of the Technical Proposal in incorrect format may lead to the Proposal being deemed non-responsive to the RFP requirements.
ITC & Data Sheet 16.3 and 25	<u>Taxes - Reference</u> Information on the Consultant's tax obligations can be found at http://www.mof.gov.tl/. The consultant shall pay local taxes without reimbursement by the Employer. Consultants should add all taxes, profits, duties and other expenses into their financial proposal.

IMPORTANT POINTS

Clause	
ITC & Data sheet 17.4	Submission of Proposals The Consultant must submit (a) Technical Proposal: one (1) original, two (2) copies and 1 soft copy. (b) Financial Proposal: one (1) original, one (1) copy and 1 soft copy.
ITC & Data sheet 17.7 and 17.9	Deadline for the Submission of Proposals The Proposals must be received at the address below no later than The Proposal submission address is: Attention: Mr. Hermingardo Albano Soares, Executive Director - NPC Address: National Procurement Commission, Avenida de Balide, Património Estado, Dili, Timor-Leste Telephone: (+670) 3331101 Date: 22 May 2025; Time: 15:00 hours local time

APPENDIX 1 - SUMMARY EVALUATION SHEET

EVALUATION CRITERIA		Max. Weight	Item 1		Item 2		Item 3		Item 4	
			Rating	Score	Rating	Score	Rating	Score	Rating	Score
I. Qualification of the Firm		200								
1	The consultant has successfully completed at least 2 similar projects in Consulting Services with a magnitude of each contract USD 210,000.00 in the last 7 years (similar in scope as required in ToR) as Lead Firm or Joint Venture Partner. In case of JV, the magnitude is considered based on the value of the participation.	170								
2	Experience in at least two (2) consultancy project in Timor-Leste or three (3) consultancy projects in similar region (South East Asia, Previous Portuguese Colonies)	30								
II. Approach and Methodology		250								
1	Understanding of Objectives	50								
2	Quality of Methodology	70								
3	Innovativeness/Comments to TOR	30								
4	Work Program	50								
5	Personnel Schedule	50								
III. Key Experts		550								
Technical and Expertise										
1	Team Leader/Architect	120								
2	Structural Engineer	90								
3	Quantity Surveyor and Cost Estimator Engineer	90								
4	Geotechnical Engineer	90								
5	Information Technology Engineer (IT)	80								
6	Mechanical, Electrical Engineer & Plumbing	80								
Total		1000								

APPENDIX 2 - PERSONNEL EVALUATION SHEET

POSITION/AREA OF EXPERTISE	NAME	General Qualifications		Professional Experience		Experience in similar work in similar region		TOTAL SCORE
		Rating		Rating		Rating		
		Score		Score		Score		
		Score		Score		Score		
Key Experts								
International Experts								
1	Chief Engineer/Architect							
2	Structural Engineer							
3	Quantity Surveyor and Cost Estimator Engineer							
4	Geotechnical Engineer							
5	Information Technology Engineer (IT)							
6	Mechanical, Electrical Engineer & Plumbing							
Rating: 100% (Excellent), 90-99% (Very Good), 80-89% (Above Average), 70-79% (Average), 60-69% (Below Average), 50-59% (Fair), 40-49% (Poor), 30-39% (Unsatisfactory), 20-29% (Dissatisfactory), 10-19% (Unsatisfactory), 0-9% (Unsatisfactory)								
Notes: Evaluation of experts' knowledge in construction.								

The scoring shall be in accordance with the following table

GRADE	Score (%)	Score Definition
EXCELLENT	100	Proposal significantly exceeds the sub-criteria requirements
VERY GOOD	90 - 99	Proposal marginally exceeds the sub-criteria requirements
ABOVE AVERAGE	80 - 89	Proposal fully meets the sub-criteria requirements
AVERAGE	70 - 79	Proposal partially meets the sub-criteria requirements
BELOW AVERAGE	60 - 69	Proposal meets some sub-criteria requirements with deficiencies
NON-COMPLYING	0	Proposal does not comply with the sub-criteria requirements or does not provide enough information

SPECIAL CONDITIONS OF CONTRACT	
GCC & SCC 41.2.1	Advance Payment The following provisions shall apply to the advance payment and the advance bank payment guarantee: 1) An advance payment of 15% in United State Dollars (USD) shall be made within 30 days after the receipt of an advance bank payment guarantee by the Employer. The advance payment will be set off by the Employer in equal portions against progress payment. 2) The advance bank payment guarantee shall be in the amount and in the currency of the currency of the advance payment. 3) The bank guarantee will be released when the advance payment has been fully set off. In case the bank issuing the performance, security is located outside Timor-Leste, it shall have a correspondent bank located in the territory of Timor-Leste to make the guarantee enforceable."

SPECIAL CONDITIONS OF CONTRACT	
GCC & SCC 41.2	The payment schedule: ▪ The first payment equivalent to 10% of the contract price will be paid to the consultant after the inception report was discussed and approved by the Employer ▪ The second payment equivalent to 30% of the contract price will be paid to the consultant after the Interim Report were discussed and approved by the Employer. ▪ The third payment equivalent to 30% of the contract price will be paid to the consultant after the submission of Draft Final Report. were discussed and approved by the Employer. ▪ The final payment equivalent to 30% of the contract price will be paid to the consultant after the Final Report, were submitted, reviewed, approved and submitted to the Employer. [Note: Total sum of all instalments shall not exceed the Contract price set up in SCC 38.1.] The Employer will retain Five (5%) from each progress payment as Quality Guarantee for satisfactory Performance of the Contract. Retention Money will be released after successful completion of the contract.

Thank You

Question & Answer



CLARIFICATION No.1

Date: 24 April 2025

**Detailed Engineering Design (DED) for the New Construction of Production Centre Weberek
Correctional Building (Tender/013/MOJ-2025)**

No.	Question(s)	Response(s)
1	Site visit	There is no site visit will be organized by the employer The Consultant(s) who wants to visit, they can go by them-self at their own expense.


Hermingardo Albano Soares

Executive Director of National Procurement Commission (NPC)



Consulting Services for

Detailed Engineering Design (DED) for the New Construction of Production Centre Weberek
Correctional Building

TENDER-RFP/013/MOJ-2025

ADDENDUM NO. 1

Date: 29 April 2025

This Addendum No.1 is issued to amend following items in the RFP Documents in accordance with ITC 13.1.1 of the RFP Documents (Section 2)

Item No.	Section/Clause	As is the Original RFP Documents	As amended in the Addendum No. 1
1.	Section 2. Instructions to Consultants (ITC), Data Sheet (DS)- Page 2-16	ITC Clause Reference 1 (c)	ITC Clause Reference 1 (b)
2.	Section 2. Instructions to Consultants (ITC), Data Sheet (DS)- Page 2-16	1(k) ¹ (definitions)	1(h) ² (definitions)
3.	Section 2. Instructions to Consultants (ITC), Data Sheet (DS)- Page 2-17	<u>Language</u> This RFP has been issued in the <u>English and Portuguese</u> languages. Proposals shall be submitted in <u>English or Portuguese</u> languages (Only one Language). All correspondence shall be in the <u>English</u> language.	<u>Language</u> This RFP has been issued in the <u>English and Portuguese</u> languages. Proposals shall be submitted in <u>English or Portuguese</u> languages (Only one Language). All correspondence shall be in the <u>English</u> language and or Timor-Leste official language.

¹ Citizenship is determined from the passport the expert holds or other legal document in the case of national experts in certain countries who do not have passports.

² Citizenship is determined from the passport the expert holds or other legal document in the case of national experts in certain countries who do not have passports.

Item No.	Section/Clause	As is the Original RFP Documents	As amended in the Addendum No. 1
4.	Section 2. ITC, 13. Clarification and Amendment of RFP, Data Sheet, 13.1	<u>Clarification of Request for Proposal</u> Clarifications may be requested no later than 10 days prior to the submission deadline. The contact information for requesting clarifications is: E-mail: gf@cna.gov.tl cc: as@cna.gov.tl; ns@cna.gov.tl; ab@cna.gov.tl; mj@cna.gov.tl; cm@cna.gov.tl; Phone No.: (+670) 3331101	<u>Clarification of Request for Proposal</u> Clarifications may be requested no later than 21 days prior to the submission deadline. The contact information for requesting clarifications is: E-mail: gf@cna.gov.tl cc: as@cna.gov.tl; ns@cna.gov.tl; ab@cna.gov.tl; mj@cna.gov.tl; cm@cna.gov.tl; Phone No.: (+670) 3331101
5.	Data-Sheet, ITC 16.3 and 24	16.3 and 25 <u>Taxes - Reference</u> Information on the Consultant's tax obligations can be found at http://www.mof.gov.tl/ The consultant shall pay local taxes without reimbursement by the Employer. Consultants should add all taxes, profits, duties and other expenses into their financial proposal.	16.3 and 24 <u>Taxes - Reference</u> Information on the Consultant's tax obligations can be found at http://www.mof.gov.tl/ The consultant shall pay local taxes without reimbursement by the Employer. Consultants should add all taxes, profits, duties and other expenses into their financial proposal.


 ✓ **Hermingardo Albano Soares**
 Executive Director, NPC



**DESENHO DETALHADO DE ENGENHARIA PARA CONSTRUÇÃO DA NOVA PRISÃO
COM CENTRO DE PRODUÇÃO EM WEBEREK**

TENDER-RFP/013/MOJ-2025

EMENDA Nº 1

Data: 29 de Abril de 2025

A presente emenda nº 1 é emitida para alterar os seguintes itens do Programa de Procedimento nos termos da Secção 2, Instruções aos Concorrentes (IAC), Cláusula 13.1.1.

Item	Secção/Cláusula	Conforme o original do Programa de Procedimento	Conforme a Emenda nº 1
1.	Secção 2. Instruções aos Concorrentes, (IAC), Ficha Técnica (FT)- 1 Definições.	IAC Cláusula Referência 1 (c)	IAC Cláusula Referência 1 (b)
2.	Secção 2. Instruções aos Concorrentes, (IAC), Ficha Técnica (FT)-9.1- Página 2-16	1(k) (Definições)	1(h) (Definições)
3.	Secção 2. Instruções aos Concorrentes, (IAC), Ficha Técnica (FT)-9.1- Página 2-17	<u>Língua</u> O presente programa de procedimentos + Caderno de Encargos é emitido em <u>Inglês e Português</u> . As propostas poderão ser apresentadas em <u>Inglês ou Português</u> (apenas uma língua). Toda a correspondência será efetuada em <u>Inglês</u> .	<u>Língua</u> O presente programa de procedimentos + Caderno de Encargos é emitido em <u>Inglês e Português</u> . As propostas poderão ser apresentadas em <u>Inglês ou Português</u> (apenas uma língua). Toda a correspondência será efetuada em <u>Inglês e/ou língua oficial de Timor-Leste</u> .
4.	Secção 2. Instruções aos Concorrentes, (IAC), Ficha Técnica, 13.1 Esclarecimentos e Emendas ao Programa de	<u>Esclarecimentos sobre as propostas</u> Os esclarecimentos poderão ser solicitados até 10 dias antes da apresentação de propostas. O contacto para solicitação de esclarecimentos é: E-mail: gfi@cna.gov.tl	<u>Esclarecimentos sobre as propostas</u> Os esclarecimentos poderão ser solicitados até 21 dias antes da apresentação de propostas. O contacto para solicitação de esclarecimentos é: E-mail: gfi@cna.gov.tl

Item	Secção/Cláusula	Conforme o original do Programa de Procedimento	Conforme a Emenda nº 1
	Procedimento/Cadernão de Encargos	Cc: as@cna.gov.tl ; ns@cna.gov.tl ; ab@cna.gov.tl ; mj@cna.gov.tl ; rh@cna.gov.tl e cm@cna.gov.tl Telefone: (+670) 3331101	Cc: as@cna.gov.tl ; ns@cna.gov.tl ; ab@cna.gov.tl ; mj@cna.gov.tl ; rh@cna.gov.tl e cm@cna.gov.tl Telefone: (+670) 3331101
5.	Ficha Técnica, IAC 16.3 e 24	16.3 e 25 <u>Impostos - Referência</u> Consultar informação sobre as obrigações fiscais do Concorrente em http://www.mof.gov.tl/ Todos os impostos aplicáveis serão deduzidos pela Entidade Adjudicante. Os concorrentes deverão adicionar todos os impostos, encargos, taxas e outras despesas à sua proposta financeira.	16.3 e 24 <u>Impostos - Referência</u> Consultar informação sobre as obrigações fiscais do Concorrente em http://www.mof.gov.tl/ Todos os impostos aplicáveis serão deduzidos pela Entidade Adjudicante. Os concorrentes deverão adicionar todos os impostos, encargos, taxas e outras despesas à sua proposta financeira.



Hermingardo Albano Soares
Diretor-Executivo, CNA



MINISTÉRIO DO PLANEAMENTO E INVESTIMENTO ESTRATÉGICO

IX GOVERNO CONSTITUCIONAL



Comissão Nacional de Aproveitamento

Letter of Invitation

TENDER-RFP/013/MOJ-2025

Date: 11 April 2025

1. In accordance with paragraph a) (1) article 43.º, article 44.º, (2) article 73.º from de Decree-Law no. 22/2022, May 11th, amended by the Decree-Law no. 14/2023, April 12th, the National Procurement Commission (NPC), as instructed by the Employer – Ministry of Justice - is inviting interested consulting firms to provide the following consulting services (hereinafter called "Services"):

Detailed Engineering Design (DED) for the New Construction of Production Centre Weberek Correctional Building

- The main objective of this project is to a comprehensive technical framework to guide the construction of the new Correctional building. This framework must ensure that all components of the project are meticulously designed to comply with technical, regulatory and safety requirements/standards, while also optimizing available resource utilization and minimizing risks during both the construction and operational phases. The output of the project is the DED and Tender Documents are available to carry out the requirements for the project. More details on the Services are provided in the Request for Proposal (RFP).
2. Funding for these Services will be made from "the Infrastructure Fund of the Government of the Democratic Republic of Timor-Leste".
 3. The Project is located in Alas, Weberek, Manufahi Municipality.
 4. Maximum budget for the assignment is **US\$ 265,550.00** (Two Hundred Sixty-Five Thousand Five Hundred Fifty United States Dollars) inclusive of all applicable taxes. The Employer will disqualify evaluated financial proposal exceeding maximum budget. Consultant shall be responsible for paying of all related taxes. Consultant shall provide justification in the financial proposal if abnormally low-financial proposal (does no reach 70% of the estimate budget).
 5. The estimated person-months for the assignment is 19 person-months of 6 International Key Experts and 31 person-months of 9 Assistant Experts (National) with a time period of 6 months from the notice to proceed. The Proposal Validity is 180 days after the submission of the Proposal.
 6. A firm will be selected under the Quality and Cost Base Selection (QCBS) Method with weights given to Technical & Financial Proposals are (80:20) and other selection criteria like, Experience of Firm, Experience of Experts and Approach and Methodology, Work Program and Personnel

Anúncio de Concurso

TENDER-RFP/013/MOJ-2025

Data: 11 de Abril de 2025

1. Nos termos da alínea a) do nº 1 do artigo 43º, artigo 44.º, nº 2 do artigo 73.º do Decreto-Lei nº 22/2022 de 11 de Maio, alterado pelo Decreto-Lei nº 14/2023, de 12 de Abril, a Comissão Nacional de Aproveitamento (CNA), conforme instruída pela Entidade Adjudicante – Ministério da Justiça - convida empresas de consultoria interessadas a prestarem os seguintes serviços de consultoria (doravante designados por "Serviços"):

Desenho Detalhado de Engenharia para Construção da Nova Prisão com Centro de Produção em Weberek

O principal objetivo deste projeto é criar um quadro técnico abrangente para orientar a construção do novo edifício prisional. Este quadro deverá garantir que todas as componentes do projeto sejam meticulosamente concebidas para cumprir os requisitos/normas técnicas, regulamentares e de segurança, otimizando, ao mesmo tempo, a utilização dos recursos disponíveis e minimizando os riscos durante as fases de construção e de funcionamento. O resultado do projeto é o Desenho Detalhado de Engenharia e os Documentos de Concurso estão disponíveis para a verificação dos requisitos do projeto. Do Caderno de Encargos constam mais detalhes sobre os serviços em epígrafe.

2. Os Serviços serão financiados pelo Fundo das "Infraestruturas do Governo da República Democrática de Timor-Leste".
3. O projeto localiza-se em Alas, Weberek, Município de Manufahi.
4. O orçamento máximo para os Serviços é de **US\$ 265.550,00** (duzentos e sessenta e cinco mil, quinhentos e cinquenta dólares norte-americanos), incluindo todos os impostos aplicáveis. A Entidade Adjudicante desqualificará as propostas financeiras avaliadas que excedam o orçamento máximo. Os concorrentes serão responsáveis pelo pagamento de todos os impostos inerentes. O concorrente deverá apresentar justificação - na proposta financeira - caso o preço proposto não atinja 70% da estimativa de custo (preço anormalmente baixo).
5. Os Serviços compreendem a contribuição de 19 pessoas-mês de 6 peritos internacionais + 31 pessoas-mês de 9 assistentes de peritos nacionais durante um período de 6 meses desde a ordem de serviço. A validade da proposta é de 180 dias após a apresentação da mesma.
6. Será selecionada uma empresa sob a Seleção Baseada em Qualidade e Custo (QCBS), com ponderações atribuídas às Propostas Técnica e Financeira de 80:20, [respetivamente], e considerando outros critérios de

Schedule described in this RFP. The minimum technical score required to pass is: 75%. The Client shall award the contract to the Consultant with the highest combined score evaluated in accordance with the procedure specified under Section 2 & 3 of RFP, provided further that the Consultant is determined to be qualified to perform the Contract satisfactorily.

7. The procurement shall be conducted as single stage-two envelope procedures, wherein the Technical and Financial Proposals shall be submitted together in separately-sealed envelopes.
8. Interested Consulting firms may obtain further information from:

National Procurement Commission

Avenida de Balide, Património do Estado, Dili, Timor-Leste

Email: gf@cna.gov.tl

cc: as@cna.gov.tl; ns@cna.gov.tl; ab@cna.gov.tl;

mj@cna.gov.tl; rh@cna.gov.tl; cm@cna.gov.tl;

9. Participation in this selection process is open to all interested international and national Consultants. The attention of interested Consultants is drawn to the qualification requirements detailed in the RFP;
10. The RFP is available free-of-charge to any interested Consultants (Local or International Consulting Firms) by sending a written request by email after which a PDF copy of the RFP will be sent by email.
11. A pre-proposal conference will be held at **10:00 hours local time on 24 April 2025** at the same address specified above.
12. The selected consultant will be required to submit a Performance Guarantee in the form of an unconditional and non-revocable bank guarantee. Bank Guarantee issued by an overseas bank shall have a corresponding bank in Timor-Leste.
13. The proposals must be received in the Tender Box located at the same address specified above no later than **15:00 hours local time on 22 May 2025**.
14. Technical Proposal will be opened on **22 May 2025 at 15:00 hours local time** after the closing time for the submission of the proposals at the same address in the presence of consultants who wish to attend.
15. Any Proposal or its modification received by the Employer after the deadline shall be declared late and rejected, and promptly returned unopened.

seleção tais como experiência da empresa, experiência dos peritos, abordagem e metodologia, programa de trabalho e distribuição do pessoal descritos no programa de procedimento. A pontuação técnica mínima para qualificação é de 75%. A Entidade Adjudicante adjudicará o contrato ao concorrente com a pontuação global mais elevada nos termos dos procedimentos especificados nas secções 2 e 3 das peças de procedimento desde que, além disso, o concorrente seja considerado como qualificado para a execução satisfatória do Contrato.

7. O concurso será realizado sob Fase Única - Procedimento de dois envelopes - sendo que as propostas Técnica e Financeira deverão ser apresentadas juntamente mas em envelopes separados e selados.

8. As empresas de consultoria interessadas poderão obter informações adicionais através da:

Comissão Nacional de Aprovisionamento

Avenida de Balide, Património do Estado, Dili, Timor-Leste

E-mail: gf@cna.gov.tl

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9. A participação no processo de seleção em epígrafe encontra-se aberta a todos os Consultores interessados, internacionais e nacionais. Chama-se a atenção dos Consultores interessados para os requisitos de qualificação detalhados no programa de procedimento.
10. O Programa de Procedimento + Caderno de Encargos, será disponibilizado gratuitamente a quaisquer Consultores interessados (empresas de consultoria nacionais ou internacionais) mediante solicitação por escrito enviada através de e-mail. Posto isto, será enviada, pela mesma via, uma cópia em PDF dos documentos solicitados.
11. Terá lugar uma conferência prévia às **10 horas locais** do dia **24 de Abril de 2025** no supracitado endereço.
12. O vencedor deste concurso deverá apresentar uma Caução de Execução sob a forma de garantia bancária incondicional e irrevogável. A Garantia Bancária emitida por banco estrangeiro deverá ter um banco correspondente em Timor-Leste.
13. As propostas deverão ser recebidas na Caixa de Concurso do supracitado endereço até às **15 horas locais** do dia **22 de Maio de 2025**.
14. As Propostas Técnicas serão abertas a **22 de Maio de 2025, às 15 horas (hora local)**, após o término do prazo para a apresentação de propostas, no supracitado endereço, e na presença dos Consultores que desejarem assistir.
15. Quaisquer propostas ou respetivas alterações recebidas pela Entidade Adjudicante após o prazo determinado, serão declaradas tardias e rejeitadas, sendo imediatamente devolvidas sem serem abertas.


Hermingardo Albano Soares

Diretor-Executivo, Comissão Nacional de Aprovisionamento