 **SYMBIOSIS – CN1 – SO1.2 – SC017**

**The project is co-funded by the European Union and**

**by the National Funds of the participating countries**



**SYMBIOSIS PP5**

**Movement for the environment MOLIKA DOM Bitola**

## Simplified tender dossiers for services – SINGLE TENDER

**Name and address of the Contracting Authority:**

**Project "Symbiotic networks of bio-waste sustainable management" – SYMBIOSIS**

Co-funded by the European Union and by the National Funds of the participating countries under the INTERREG IPA Cross-border Cooperation Programme Greece –Republic of North Macedonia 2014-2020

**Reference number of Subsidy Contract: SYMBIOSIS – CN1 – SO1.2 – SC017**

**Tender Issued by the Movement for the Environment MOLIKA DOM Bitola (PP5)**

**Title of the tender: BROADCASTING of campaign video & audio material**

**Reference number: SYM\_PP5\_TD.04/2020**

**PART A: INFORMATION FOR THE TENDERER**

##### INFORMATION ON SUBMISSION OF THE TENDERS

**Subject of the contract:**

The subject of this tender is implementation of services as indicated in the technical information in point 2 of this information.

**Deadline for submission of the tenders:**

The deadline for submission of tenders is **24.02.2020 at 16:00 hours**. Any tender received after this deadline will be automatically rejected.

**Address and methods for submission of the tenders:**

The tenderers will submit their tenders using the **standard submission form available in the Part B of the tender dossier**. The tender will be submitted in 1 original.

Any tenders not using the prescribed form might be rejected by the Contracting Authority.

In addition to the offer the tenderer is required to provide the following supporting documentation (in copies):

* Copy of legal registration;
* Statement from the official representative of the company (duly signed and stamped) that there is no prohibition of activities imposed, and in no way participated in any kind of illegal activities and that no action was taken on bankruptcy;
* Media Plan for the proposed broadcasting of video and/or audio materials including information of included media operators, broadcasting dynamics and other information relevant for the execution of the task.

The tenders will be submitted in person, by post or courier service containing the following information:

* Name and address of the tenderer: XXXXXXXXXXXX
* Title of the tender: **BROADCASTING OF CAMPAIGN VIDEO & AUDIO MATERIAL**
* Reference number: **SYM\_PP5\_TD.04/2020**

The tenders will be submitted in person, by post or courier service to the following address:

**Project "Symbiotic networks of bio-waste sustainable management" – SYMBIOSIS**

**Movement for the Environment MOLIKA DOM Bitola (PP5)**

**3/5 Dimo Hadzi Popov St. 7000 Bitola**

The tenderers are reminded that in order to be eligible the tenders need to be received by the Contracting Authority by the deadline indicated above.

Any tenders not using the prescribed form might be rejected by the Contracting Authority.

##### TECHNICAL INFORMATION

The tenderers are required to provide services as indicated below. In the tenderer's technical offer, the tenderers should indicate more details on the deliveries, referring back to the below table.

1. **Broadcasting of campaign video material**

**(SYMBIOSIS\_WP2\_BL:2.5.1: Broadcasting of campaign spot on a billboard display set up at frequent location in Bitola and regional TV stations in order wider audience to be reached)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | **Title of item** | **Description** | **Required time frame** | **Required inputs, if applicable** |
| 1.1. | Broadcasting of campaign video spot on a billboard display and regional TV stations | The tenderer should provide broadcasting of project video material (3 campaigning spots) on:   * Outdoor broadcasting on billboard display Broadcasting duration: 8 months;   Broadcasting plan: 200 times per day;   * Broadcasting on regional TV stations   Broadcasting duration: 8 months;  Broadcasting plan: 5 times per day.  Note:  SYMBIOSIS campaign video spots shell be provided by the Contracting Authority in a format ready to be broadcasted  Max. Duration of each video: 30 sec. | 8 months from the date of contract signing  (Foreseen period of execution: March 2020, October 2020) | Media Plan for the proposed broadcasting of video materials |

**2. Broadcasting of campaign audio material**

**(SYMBIOSIS\_WP2\_BL:2.5.1: Broadcasting of campaign audio material on regional radio station in order wider audience to be reached)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | **Title of item** | **Description** | **Required time frame** | **Required inputs, if applicable** |
| 2.1. | Broadcasting of campaign audio material on regional radio stations in order wider audience to be reached | The tenderer should provide broadcasting of project audio material (3 campaigning spots) on regional radio stations  Broadcasting duration: 8 months;  Broadcasting plan: 15 times per day.  Note:  SYMBIOSIS campaign audio spots shell be provided by the Contracting Authority in a format ready to be broadcasted  Max. Duration of each audio spot: 90 sec. | 8 months from the date of contract signing  (Foreseen period of execution: March 2020, October 2020) | Media Plan for the proposed broadcasting of audio materials |

##### FINANCIAL INFORMATION

The tenderers are reminded that the maximum available value of the contract for Development of campaign video & audio material is 16.000 EUR as follows:

Part 1.1: Broadcasting of campaign video m8aterial: 12.000 EUR

Part 2.1: Broadcasting of campaign audio material: 4.000

##### ADDITIONAL INFORMATION

The selection criteria is best value for money, weighing 80% technical quality, 20% price.

Technical quality will be evaluated on the scale of 0 to 100 point based on following weighting criteria:

* Media Plan for the proposed broadcasting of campaign video & audio materials: max. 100 points;

The unsuccessful/successful tenderers will be informed of the results of the evaluation procedure in writing.

The estimated time of response to the tenderers is 10 working days from the deadline for submission of tenders.

The payment will be made in accordance with the National Law on the manner of enforcing a tax exemption from payment of VAT on the supply of goods and services intended for realization of an EU project that entered into force on 1 July 2014 in the net amount of invoice, generated through the Public Revenue Office System.