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REQUEST FOR QUOTATION

No.3010/25

Date:**27/03/2025**

Buyer: M. Milosheski

Submission deadline:**08/04/2025**

OFFER

BUDGET OFFER

Dear Sir/Madam,

Please submit your best offer for construction of photovoltaic power plants for the needs of OKTA AD Skopje, in accordance with the specification in Appendix 1 and a list of the top 10 preferred (by OKTA) manufacturers of photovoltaic panels, solar inverters (according to source PV-tech.org) and Battery storage system(5 kWh) with BMS provided in the Appendix 3.

Instructions for bidders:

Interested companies must confirm their participation via e-mail at :mmilosheski@helpe.gr and OktaProcurementDepartment@helpe.gr no later than XX.XX.2025. Upon confirmation, you will receive the full documentation required for participation.

- Contact person at OKTA for technical questions OKTA: Maja Bojadzievska, – +389 75 479 488
MBojadzievska@helpe.gr
- The selected bidder will be responsible for coordination, supervision and network integration..

NOTE:

- ✓ Prices should be DAP location in territory of North Macedonia;
- ✓ Specify the warranty period;

Instructions for bidders:

Interested bidders are required to submit their bid electronically in two folders:

The "COMMERCIAL OFFER" folder must contain the following data and documentation:

- Unit prices in MKD with and without VAT included according to the table listed in Appendix 1

The commercial offer should be sent to OktaProcurementDepartment@helpe.gr with password protection. The password will be requested upon bid submission deadline.

The "TECHNICAL OFFER" folder must contain the following data and documentation:

1. Presentation (portfolio) of the company;
2. Reference list;
3. Period of completion of works (development of projects and preparation of documentation until issuance of a Decision for installation of photovoltaic panels, procurement of equipment, delivery to the installation site, installation of equipment on the roof of an industrial capacity and commissioning of the power plants). Failure to comply with this deadline will be sanctioned in accordance with the contract to be signed,
4. Warranty period according to item 11 of appendix 4 technical specification;
5. Period of technical support and spare parts after the warranty period expires;
6. Country of origin;
7. Performance bank guarantee 10% of the total amount of the contract;
8. Current status no older than 6 months
9. Certificate of Current status from the Register of Real Owners;
10. Certificate of creditworthiness and good standing;
11. History of changes;
12. A document issued by a competent authority stating that the bidder is not in bankruptcy or liquidation and that no prohibition measure has been imposed on him/her to perform the activity (copy not older than six months, certified by the bidder);
13. Confirmation from the Public Revenue Office for paid taxes, contributions and other public charges (copy not older than 6 months);
14. A statement that the bidders possess all the necessary resources to perform the work in question;
15. List of subcontractors (if any) - Okta reserves the right to approve/reject subcontractors;
16. Other necessary equipment and machinery that is included in the tender specification;
17. Technical documentation described in the main technical specification;

Alternatively, bids can be submitted in a sealed envelope marked:

“DO NOT OPEN! REQUEST FOR OFFER No.3010/24”
(indicated in the upper left corner of the envelope)

Two sealed envelopes should be placed in the outer envelope, as follows:

- The first envelope containing the Technical Documentation should be marked with the words "TECHNICAL OFFER" and the name of the bidder, and
- The second envelope, which will contain the Financial Bid, should be marked with the words "FINANCIAL OFFER" and the name of the bidder.

The offer must be in the OKTA archive no later than 08.04.2025

The offer can be submitted in person to the OKTA archive or by mail to the following address:

OKTA AD - Skopje
Street 1 No. 25, Miladinovci, Municipality of Ilinden
P.F. 66, 1000 Skopje

Bids that are not submitted in accordance with the conditions defined by this Request will not be considered.

TENDER DOCUMENTATION

The envelope containing the TECHNICAL BID must contain the following:

1. Presentation (portfolio) of the company;
2. Reference list;
3. Period of completion of works (development of projects and preparation of documentation until issuance of a Decision for installation of photovoltaic panels, procurement of equipment, delivery to the installation site, installation of equipment on the roof of an industrial capacity and commissioning of the power plants). Failure to comply with this deadline will be sanctioned in accordance with the contract to be signed,
4. Warranty period according to item 11 of appendix 4 technical specification;
5. Period of technical support and spare parts after the warranty period expires;
6. Country of origin;
7. Performance bank guarantee 10% of the total amount of the contract;
8. Current status no older than 6 months
9. Certificate of Current status from the Register of Real Owners;
10. Certificate of creditworthiness and good standing;
11. History of changes;
12. A document issued by a competent authority stating that the bidder is not in bankruptcy or liquidation and that no prohibition measure has been imposed on him/her to perform the activity (copy not older than six months, certified by the bidder);
13. Confirmation from the Public Revenue Office for paid taxes, contributions and other public charges (copy not older than 6 months);
14. A statement that the bidders possess all the necessary resources to perform the work in question;
15. List of subcontractors (if any) - Okta reserves the right to approve/reject subcontractors;
16. Other necessary equipment and machinery that is included in the tender specification;
17. Technical documentation described in the main technical specification;

The envelope containing the FINANCIAL OFFER must contain the following:

1. The bid should contain the Specification provided as an attachment to this Request, with completed unit prices expressed in DENARI excluding VAT (bids in other currencies will not be considered).

Evaluation of offers:

The proposals on the bidders will be evaluated from commission for evaluation in the following two (2) phases.

Phase I: Technical evaluation

In the first phase, the supporting documents (technical) submitted by the participants are checked to confirm compliance with the technical requirements.

OKTA AD reserves the right to request bidders to submit additional documents. If the appropriate supporting documents are not submitted on time, OKTA AD reserves the right to reject the respective bid.

During the bid evaluation process, bidders may be asked to respond to questions and provide additional information about their bid. Bidders will be required to respond in writing no later than three (3) business days from the date of receipt of the question; otherwise, OKTA AD reserves the right to reject the bids of bidders who fail to respond in a timely manner.

Phase II: Financial evaluation

Only the bidders which will be rated positive in each phase will have the right to be evaluated in next phase.

Any bids that do not comply with the terms of this Request for Proposal may be rejected and their envelope with the financial bid will remain sealed.

Validity

The submitted Bids will be valid for a period of three (3) months from the submission deadline.

Upon successful completion of the evaluation process, OKTA will conclude agreement with the most qualified bidder.

Final provisions

The bid price should be expressed in MKD excluding VAT (bids in other currencies will not be considered).

- Our payment terms are “40 days from the invoice date”, unless otherwise stated in your offer. The Service Provider agrees and accepts not to calculate statutory penalty interest if, according to the Service User payment plan (internal procedures) payment is made after the invoice due date, but no more than (5) five business days after that date.
- The Bidder accepts that OKTA has the right to select part of the bid, in the case of multiple positions, to select the most successful bidder, who does not have to be the one with the lowest bid, to reject bids it considers unsatisfactory, to revoke or annul the tender.
- The offered prices will remain unchanged during the validity of the Contract. A contract (open order) will be concluded with the most favorable supplier.
- Bidders may submit questions and/or additional explanations regarding this Request only in writing (by e-mail) to OKTA's contact persons. OKTA Is not responsible for any verbal instructions or suggestions.



- OKTA, at its sole discretion, may also provide additional information to bidders. Additional information provided by OKTA will be sent simultaneously to all bidders within a reasonable time. The above information will become part of this Request for Proposals.
- After the procedure is completed, but not before signing a contract with the selected company, OKTA AD will notify the participants whose bids have been rejected. However, OKTA AD is not obligated to explain the rejection of their bids or to provide any information regarding the results of the bid evaluation.
- The Bidder accepts that this Request for Proposal does not bind OKTA in any way. OKTA shall have no responsibility or liability in any event to compensate Bidders for any expense or damage they may incur in preparing and submitting their Bid.
- OKTA reserves the right to disqualify any bidders who do not accept one or more conditions outlined in the Request for proposal, including provisions stated in the proposed agreement.

Bids that not comply with the specified conditions will not be taken into consideration.

Please confirm receipt of this Request for Proposal, and if you do not participate in the tender, please notify us by e-mail: OktaProcurementDepartment@helpe.gr

Procurement
Martin Miloseski