**TENDERER'S Tender**

**For the procurement arranged by the State Revenue Service  
“Purchase of Dogs”**

**Procurement identification No. FM VID 2024/171**

Tenderer , Registration No. , by signing

the Tenderer's tender,

* confirms that the Tenderer will ensure the execution of the procurement "Purchase of dogs", ID No. FM VID 2024/171 in accordance

with the mandatory (minimum) technical requirements and prices specified in the financial proposal;

* certifies that in the performance of the obligations of the procurement contract, the Tenderer will not carry out transactions (will not

purchase goods or services) with such natural or legal person to whom (including its member, member of the board or council, beneficial owner, person entitled to represent or attorney-in-fact, or a person authorized to represent the legal person in activities related to the branch, or a member of a partnership, a member of its board or council, the beneficial owner, the person entitled to represent or attorney-in-fact, if the legal person is a partnership) international or national sanctions or sanctions of a Member State of the European Union or of the North Atlantic Treaty Organization directly or indirectly apply affecting significant financial and capital market interests;

* certifies that the Tenderer is not subject to the provisions of Article 5k, Clause 1 of Council Regulation (EU) No. 833/2014 of 31 July 2014,

i.e. the Tenderer (including the Tenderer's subcontractor(s)) is not:

1. a Russian national, a natural person residing in Russia or a legal person, entity or body established in Russia;
2. a legal person, entity or body whose proprietary rights are directly or indirectly owned for more than 50 % by an entity referred to in paragraph a) of this Clause;
3. a natural or legal person, entity or body acting on behalf of or under the instructions of an entity referred to in paragraphs (a) or (b), including where they account for more than 10% of the contract value, subcontractors, suppliers or entities whose capacities are being relied on within the meaning of the public procurement directives.

1. TECHNICAL OFFER

*Table 1*

|  |  |  |  |
| --- | --- | --- | --- |
| **Pos. No.** | **Mandatory** (**minimum) requirements** | | **Proposed by the Tenderer** *(the Tenderer[[1]](#footnote-1) fills ineach box)* |
| **1.** | **SUBJECT OF THE PROCUREMENT** | | |
| 1.1. | Purchase of two new, untrained dogs (hereinafter referred to as the dogs) to ensure the operation of the Customs Administration of the State Revenue Service (hereinafter referred to as the Contracting Authority). | | |
| 1.2. | The purchase of dogs shall be carried out no later than **29 July 2024**. | | |
| **2.** | **REQUIREMENTS FOR THE DOG** | | |
| 2.1. | Dog(s) breed | German Shepherds, Belgian Shepherds, Labradors or Springerspaniels, etc. medium/large dogs. |  |
| 2.2. |  | A pronounced prey drive; |  |

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| **Pos. No.** | **Mandatory** (**minimum) requirements** | | **Proposed by the Tenderer** *(the Tenderer1 fills in each box)* |
|  | Pronounced prey  drive | A great desire for toys, interest is persistent; |  |
| Able to actively play and search for a motivational object for a long time. |  |
| 2.3. | Positive or neutral attitude towards  the environment | Willingly communicates with strangers,  positive; |  |
| By no means aggressive or fearful. |  |
| 2.4. | Stable and balanced nervous system | Active, but at the same time weighed and stable, controllable. |  |
| 2.5. | Assertiveness in a foreign environment | Self-confident, independent, quickly able to adapt to the new situation, reliable. |  |
| 2.6. | Good physical shape | Physically well-developed, able to withstand prolonged physical activity well. |  |
| 2.7. | Indifferent to  noise | Does not show fear or aggression towards noise. |  |
| 2.8. | Dog(s) age | 3 - 10 months. |  |
| 2.9. | The dog must be clinically examined with no medical conditions | Vaccinated against rabies  (in accordance with European Union  regulation). Vaccination  carried out at least twenty-one (21) days before the date of the transfer of the dog - the date of mutual signing of the acceptance certificate. |  |
| On the day of signing the dog acceptance certificate,  a pet passport of the European Union (EU) model (specified in Regulation 577/2013) with notes on rabies vaccination, carnivorous plague, parvoviral enteritis, infectious hepatitis, parainfluenza, leptospirosis and a record of the clinical examination of an authorized veterinarian indicated in the passport not older than 5 days shall be submitted. |  |
| On the date of signing the dog(s) acceptance certificate, the dog(s) shall be microchipped with a microchip conforming to ISO 11784 or 11785  standard. |  |
| 2.10. | Additional requirement | Scope of supply - a collar and 2 m long leash for each dog. |  |
| **3.** | **ASSESSMENT OF THE DOG(S) EXAMINATION/TESTING** | | |
| 3.1. | In order to study the innate and acquired characteristics of the dog(s) (the level of dog(s) drives (prey drive), the type and persistence of the nervous system (the dog's behavior in the environment, the dog's | |  |

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| **Pos. No.** | **Mandatory** (**minimum) requirements** | **Proposed by the Tenderer** *(the Tenderer1 fills in each box)* |
|  | behavior towards humans and animals), the dog(s) shall be tested. For the verification of the compliance of a dog, the commission established by the State Revenue Service (hereinafter referred to as the Commission) shall perform an inspection (testing) of the dog for each dog separately. |  |
| 3.2. | The Tenderer must ensure the necessary conditions for testing in the premises and outside.  For premises testing - industrial premises with tiled floor and at least five tables, a dark basement, metal ladders at least 3 m high with lattice (transparent) steps.  For outside testing - footbridge and meadow or forest. |  |
| 3.3. | The course of testing shall be documented and filmed. In the course of testing, the dog testing protocols shall be filled in - "Dog testing protocol in the premises and outside" and "Dog testing protocol for the prey drive determination" (protocols in Annexes 1 and 2 to the Procurement Regulations). The evaluation shall be carried out according to a 6-point scale, where "6" is the highest rating and "1" is the lowest. The evaluation shall be carried out and noted for each item of the protocol. A test shall be deemed to have been successfully passed if the total number of test points is not less than "4,80, rounding the result to 2 decimal places". |  |
| 3.4. | After the end of the examination (testing), the applicant has the right to get acquainted with the evaluation (testing) protocols for the proposed dog(s). Dog(s) which have not passed the test successfully shall not be further assessed by the Commission. |  |
| 3.5. | In order to determine the compliance of the dog(s) with the requirements of the Contracting Authority, the inspection/testing of the dog(s) shall be carried out at the place specified in Sub-Clause 3.2 of the table in Clause 1 of the technical proposal by the authorized persons of the Contracting Authority, as well as an expert may be invited. |  |
| **4.** | **QUALITY AND GUARANTEES** | |

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| **Pos. No.** | **Mandatory** (**minimum) requirements** | **Proposed by the Tenderer** *(the Tenderer1 fills in each box)* |
| 4.1. | The Contractor shall ensure the replacement of the dog(s) with the dog(s) that meets the Contracting Authority's requirements or the return of money - the full price of the dog, if:   1. the dog(s) falls ill or dies within 5 working days after the date of the mutual signing of the dog(s) acceptance certificate and the certified veterinarian confirms by means of a certificate that the dog(s) has become infected prior to being handed over; 2. Within 120 days after the date of mutual signing of the acceptance certificate for the dog(s),   congenital diseases or pathologies acquired prior to the transfer to the Contracting Authority (dysplasia of the hip or elbow joints C, D, E vertebral pathologies, heart disease, behavioral pathologies, etc.) are revealed and it is certified in writing by a certified veterinarian and it makes it difficult or impossible to further train and use the dog for the Contracting Authority's needs;   1. Within 120 days after the date of mutual signing of the acceptance certificate for the dog(s), it is revealed that the dog(s) do not meet any of the requirements set out in Sub-clauses 2.1-2.7 and 2.9 of the table in Clause 1 of the Technical Proposal, which makes it difficult or impossible to further train and use the dog(s) in the service for the needs of the Contracting Authority. |  |
| 4.2. | If the facts referred to in Sub-Clause 4.1 of the table in Clause 1 of the Technical Proposal are identified, the Tenderer undertakes to replace the dog(s) with an equivalent dog(s) conforming to the requirements of the Technical Proposal within three (3) months after a written claim of the Contracting Authority. In the cases specified in Sub-Clause 4.1 of the table in Clause 1 of the Technical Proposal, the Tenderer shall bear the full cost of transporting the dog to be replaced and a new dog. |  |
| 4.3. | If it is not possible to replace the dog(s), the Tenderer undertakes to reimburse the received fee specified in the Contract for the respective dog(s) and the costs of transporting the dog(s) to be replaced by the Tenderer (also in the case when the transportation of the dog was provided by the Contracting Authority itself).  The Contracting Authority shall not pay any additional fee if the cost of the new dog(s) exceeds the cost of the dog(s) to be replaced. Replacing a dog(s) with another is permissible no more than two (2) times. |  |
| 4.4. | The inspection/testing of the dog(s) within the scope of the guarantee of the concluded Contract shall take place in accordance with the provisions of Clause 3 of the table in Clause 1  of the Technical Proposal. |  |
| **5.** | **CONTRACT AMOUNT AND DOG PRICES** | |
| 5.1. | The total amount of the contract for the purchase of the dog(s) referred to in Sub-Clause 1.1 of the table in Clause 1 of the Technical Proposal is EUR\_\_\_\_\_\_\_\_\_\_\_\_ (\_\_\_\_\_\_\_\_\_\_) excluding |  |
| Value Added Tax (hereinafter referred to as VAT). VAT is calculated and paid in accordance with the applicable laws and regulations. The purchase prices of the dog(s) are specified in the Financial Proposal. |

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| **Pos. No.** | **Mandatory** (**minimum) requirements** | **Proposed by the Tenderer** *(the Tenderer1 fills in each box)* |
|  | The amount of the Contract planned by the Contracting Authority cannot exceed EUR 9,090.91 excl. VAT. |  |
| 5.2. | The prices indicated in the Financial Proposal must include all costs associated with the purchase of the dog(s) meeting the technical specification - the value of the dog(s), microchipping of the dog(s), vaccination and issuance of a pet passport of the European Union type,  dog(s) collar(s) and 2 m long leash(es), full warranty, replacement of the dog(s) with another(others) (incl. transport costs both when delivering a new dog and the dog to be replaced), if hereditary diseases are detected, the dog(s) have become ill before being handed over to the Contracting Authority or do not comply with the terms of the procurement contract, taxes (excluding VAT), duties and permits from third parties, customs, etc., which are necessary for the full and high-quality performance of the procurement contract. |  |
| **6.** | **DOG(S) HANDING-OVER/ACCEPTANCE PROCEDURE** | |
| 6.1. | The dog(s) shall pass into the possession of the Contracting Authority on the date of mutual signing of the acceptance certificate (in accordance with the form specified in the annex to the Technical Proposal), but into ownership as of the date when the Contracting Authority pays the purchase price for the dog(s) in full.  The acceptance certificate shall be signed within three (3) working days from the date of conclusion of the Contract.  The acceptance certificate shall become an integral part of the Contract. The Contracting Authority’s authorized person shall not sign the acceptance certificate if the dog(s) do not comply with the requirements of the Contract, if the Tenderer does not issue all the documents specified in Clause 2 of the sample of the dog(s) acceptance certificate along with the dog(s) (pedigree documents must be issued only if any) or does not fulfil the additional requirement specified in Clause 2.10 of the table in Clause 1 of the Technical Proposal. |  |
| **7.** | **PAYMENT TERMS** |  |
| 7.1. | The Contracting Authority shall pay for the purchase of a high-quality dog(s) that meets the Contracting Authority's requirements within thirty (30) days after the date of mutual signing of the Contract and acceptance certificate and submission of the invoice, by transferring the payment to the Tenderer's current account specified in the Contract. The date of money transfer from the Contracting Authority's current account shall be deemed as the moment of payment.  An invoice may also be prepared electronically and shall be valid without a signature, if it has been prepared in accordance with the requirements specified in the regulatory enactments in force in the Republic of Latvia. |  |
| 7.2. | If the Contracting Authority is not entitled to make payment for the dog(s) actually delivered due to the sanctions imposed on the Tenderer, the Contracting Authority shall defer payment and the time periods specified for payment shall be suspended until the moment when (including if the participant, member of the board or council, beneficial owner, person entitled to represent or attorney-in-fact, or the person authorized to represent the applicant in activities |  |

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| **Pos. No.** | **Mandatory** (**minimum) requirements** | **Proposed by the Tenderer** *(the Tenderer1 fills in each box)* |
|  | related to the branch, or a member of the partnership, a member of its board of directors or council, a beneficial owner, a person entitled to represent or attorney-in-fact, if the applicant is a partnership, international or national sanctions have been imposed, or sanctions of a Member State of the European Union and the North Atlantic Treaty Organization affecting significant financial and capital interests) sanctions are lifted from the Tenderer and payments can be made. |  |
| **8**. | **RESPONSIBILITY OF THE PARTIES** | |
| 8.1. | The Tenderer is responsible for the compliance of the dog(s) with the requirements specified by the Contracting Authority. |  |
| 8.2. | The Contracting Authority shall request and the Tenderer shall pay a contractual penalty for non-compliance with the time limit specified in Sub-Clause 6.1 of the Technical Proposal table for signing the acceptance certificate in the amount of tenth of a percent (0.1%) of the cost of the dog to be delivered for each day of delay, but not more than ten percent (10%) of the cost of the dog to be delivered, if the acceptance certificate has not been signed through the fault of the Tenderer. |  |
| 8.3. | The Contracting Authority shall demand from the Tenderer a contractual penalty for failure to comply with the deadline for the exchange of dog(s) in the amount of tenth of a percent (0.1%) of the cost of the dog(s) to be replaced for each day of delay, but not more than ten percent (10%) of the cost of the dog(s) to be replaced. |  |
| 8.4. | The Contracting Authority undertakes to pay for the dog(s) within the terms and in accordance with the procedure specified in the Contract. If the Contracting Authority fails to pay the Tenderer's invoice in a timely manner, the Tenderer shall demand from the Contracting Authority to pay a contractual penalty in the amount of tenth of a percent (0.1%) of the cost of the accepted and unpaid dog(s) for each day of late payment, but not more than ten percent (10%) of the cost of the accepted and unpaid dog(s). |  |
| 8.5. | The Parties undertake to compensate for direct damages caused to the other Party, if any have occurred as a result of an unlawful act or omission of the Party, and the fact of the existence of damages and the amount of damages, as well as the causal link between the act or omission in question and the damage caused, have been established and proved. |  |
| 8.6. | The Parties are mutually responsible for the fair and timely performance  of the provisions of the Contract. |  |
| 8.7. | Payment of the contractual penalty determined in the Contract shall not exempt the Parties from complete fulfillment of obligations determined in the Contract. The contractual penalty shall not be included in the damages. |  |
| 8.8. | In the event of a delay in the performance of any obligation under the Contract, the contractual penalty shall be calculated, in each individual case of its application, for the period commencing on the calendar day following the deadline for performance of the obligation under the Contract and including the date on which the obligation was fulfilled. The contractual penalty shall be calculated from the corresponding amount, excluding VAT. |  |
| **9.** | **TERMINATION OF THE CONTRACT** | |

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| **Pos. No.** | **Mandatory** (**minimum) requirements** | **Proposed by the Tenderer** *(the Tenderer1 fills in each box)* |
| 9.1. | The Contract may be terminated by giving written notice to the other Party at least thirty (30) days in advance. |  |
| 9.2. | The Contracting Authority shall notify the Tenderer thereof in writing at least one (1) working day in advance, if, in accordance with the Law on International Sanctions and National Sanctions of the Republic of Latvia, the subjects of sanctions indicated in the Contract (including also if the participant, member of the board or council, beneficial owner, person entitled to represent or attorney-in-fact, or a person who is authorized to represent the applicant in activities related to the branch, or a member of the partnership, a member of its board of directors or council, beneficial owner, person entitled to represent or attorney-in-fact, if the applicant is a partnership, international or national sanctions have been imposed, or sanctions of a Member State of the European Union and the North Atlantic Treaty Organization affecting significant financial and capital interests)) have been subject to international or national sanctions imposed by a Member State of the European Union and the North Atlantic Treaty Organization affecting significant financial and capital interests, which make it impossible to perform the Contract or significantly impede the performance of the Contract. |  |
| 9.3. | Notwithstanding the termination of the Contract, the Contract shall remain in force in relation to the performance of the warranty terms specified in the Contract, except for the case specified in Sub-Clause 9.2 of the table in Clause 1 of the Technical Proposal. Termination of the Contract shall not affect the obligation to pay for the dog(s) actually delivered and accepted by the Contracting Authority during the term of the Contract, except in the case specified in Sub-Clause 7.2 of the table in Clause 1 of the Technical Proposal. |  |
| **10.** | **SUITABILITY OF THE TENDERER TO PURSUE THE PROFESSIONAL ACTIVITY** | |
| 10.1. | The Tenderer is a merchant registered in the Commercial Register of the Enterprise of the Republic of Latvia.  *The information will be verified in the registers kept by the Register of Enterprises of the Republic of Latvia.* | |
| 10.2. | The Tenderer is a natural person who is registered as a performer of business activity and is registered with the SRS as a taxpayer.  *The information will be verified in a publicly available database of the State Revenue Service.*  If a natural person is not registered as a performer of business activity, then the natural person shall submit a certification that he or she is selling his or her personal property (dog). | |
| 10.3. | The Tenderer (natural or legal person) is a person registered or permanently residing in a foreign country.  Together with the tender, the Tenderer must submit a document (original or certified copy) issued by the competent authority of the relevant state, certifying that the Tenderer is registered in accordance with the requirements of the laws and regulations of the relevant country, as well as the Tenderer is not an offshore legal person or an association of persons or indicates a publicly available register where the Contracting Authority could verify the fact of registration of the Tenderer without additional payment, | |

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| **Pos. No.** | **Mandatory** (**minimum) requirements** | **Proposed by the Tenderer** *(the Tenderer1 fills in each box)* |
| 10.4. | attaching a translation of the information attesting to the fulfillment of the specified requirement.  If a foreign natural person does not have to be registered as a performer of business activity, then the natural person shall submit a certification that he or she is selling his or her personal property (dog(s)).  Along with the application, the Tenderer registered in a foreign country must submit a list (information) of the Tenderer's members, members of the board or council, beneficial owner, person entitled to represent or attorney-in-fact, or a person authorized to represent the Tenderer in activities related to the branch, or a member of the partnership, a member of its board of directors or council, a beneficial owner, a person entitled to represent or attorney-in-fact, if the Tenderer is a partnership. | |

2. FINANCIAL PROPOSAL

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| --- | --- | --- |
| **Pos. No.** | **Name\*** | **Dog price, EUR (excluding VAT)\*\*** |
| 1. | 1 (one) dog |  |
| 2. | 2 (other) dog |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

\* The Tenderer shall indicate the number of all dogs that are offered for inspection (testing) and meet the requirements included in the Procurement Invitation.

The Tenderer can offer an unlimited number of dogs.

The table does not need to indicate the name of the dog or the number of the microchip, but only the number of dogs and the price of each dog.

**\*\*** the cost of the dog - dog microchipping, vaccination and issuing a pet passport of the European Union (EU) model, a dog collar and a two (2) meter long leash, full warranty, replacement of the dog with another (incl. transportation costs when delivering both the dog to be replaced and the new dog), whether hereditary diseases or non-compliance with the specified requirements are detected or the dog has become ill before being handed over to the Contracting Authority, taxes applicable to the dog (except VAT), duties and permits from third parties, customs and other payments necessary for the full and high-quality performance of the Procurement Contract.

Conditions for submitting a financial proposal:

**2.1.** Prices must be quoted in *euro* (EUR) excluding VAT to no more than *two* (2) decimal places.

**2.2.** The Tenderer may submit a tender, i.e. to offer one or more dogs for testing, but the Contracting Authority will select only two of the dogs offered by all Tenderers who will have obtained the highest number of points and meet the requirements contained in the Procurement Invitation.

1. **SELECTION OF TENDER AND TENDER SELECTION CRITERION**
   1. One or several (different) Tenderers may be declared the winner of the Procurement. The Commission shall recognize the Tenderer as the winner of the Procurement whose tender meets the requirements specified in the Procurement Invitation and whose proposed dog(s) is(are) the most economically advantageous. Dogs that have obtained the highest number of points in accordance with the tender evaluation criteria specified in Sub-Clause 3.3 of the Procurement Regulations will be recognized as the most economically advantageous.
   2. When assessing each dog in each Tenderer's tender, the Commission shall take into account the purchase price, exclusive of VAT, of the particular dog indicated in the Financial Proposal.
   3. Criteria for evaluating the most economically advantageous tender for each dog separately and their numerical values:

*Table 2*

|  |  |  |
| --- | --- | --- |
| **Pos. No.** | **Criteria** | **Maximum numerical value** |
| 1. | Purchase price of each dog in EUR (excluding VAT) | 20 |
| 2. | Testing results | 80 |
| 3. | Maximum possible number of points to be scored | 100 |

* 1. The final rating of the Tenderer's tender for each working dog is calculated according to the formula:

where

P - Numerical rating of the dog proposed by the Tenderer;

ƩK - the sum of the judge's rating of each criterion;

maxƩK - the sum of the maximum judge's rating for each criterion among all dogs offered by all Tenderers;

Czc - the lowest price proposed among all dogs offered by all Tenderers;

Cpc - the price of the tender being evaluated.

* 1. The tender that has obtained the highest final rating in accordance with the formula specified in Sub-Clause 3.4 of the Procurement Regulations will be considered the most economically advantageous for each dog.
  2. The most economically advantageous dogs can be recognized as both dogs offered by one or different Tenderers.

1. INFORMATION TO BE OBTAINED BY THE COMMISSION
   1. The Commission obtains information from the publicly available database of the State Revenue Service (hereinafter referred to as the SRS) on whether the Tenderer who should be awarded the Procurement Contract on the day when the decision on the possible award of the Contract is taken does not have tax (fee) debts administered by the SRS in Latvia, which in total exceed EUR 150 (one hundred and fifty euros).
   2. If the Tenderer has tax (fee) debts administered by the SRS on the day when the decision on the possible award of the Contract is taken, which in total exceeds EUR 150 (one hundred and fifty euros), the Commission shall ask to submit a printout from the SRS electronic declaration system within three (3) working days on the fact that the Tenderer has no tax debts in Latvia

as at the day when the decision on the possible award of the Contract is taken, totaling more than EUR 150 (one hundred and fifty euros).

If the printout is not submitted within the time period specified in Sub-Clause 4.2, the Tenderer shall be excluded from participation in the procurement.

* 1. The Commission shall ask the Tenderer registered or permanently resident in a foreign country who should be awarded the Procurement Contract to submit a certificate within three (3) working days stating that the Tenderer has no tax debts in Latvia in the total amount exceeding EUR 150 (one hundred and fifty euros) as at the day when the decision on the possible award of the Contract is taken, and that there are no tax debts in the country where it is registered or in which it has its permanent residence, in accordance with the regulatory enactments of the relevant foreign country.
  2. In the event that the Tenderer registered in a foreign country to whom the Contract should be awarded does not submit along with the list of tenders (information) referred to in Sub-Clause 10.4 of Table 1, then the Commission shall request to submit the necessary information for the performance of the examination referred to in Sub-Clause 4.3 within three (3) working days.
  3. The Commission shall examine, in relation to the Tenderer to whom the Contract should be awarded, whether, in respect of that Tenderer, its member, a member of the board of directors or of the council, the beneficial owner, the person entitled to represent or the attorney-in-fact, or the person authorized to represent the Tenderer in activities relating to the branch, or a member of a partnership, a member of its board of directors or council, the beneficial owner, the person entitled to represent or the attorney-in-fact, if the applicant is a partnership, the sanctions specified in the first Section of Clause 111 of the Law on International Sanctions and National Sanctions of the Republic of Latvia, which affect the performance of the Contract, have been determined. If the sanctions specified in the first Section of Clause 111 of the Law on International Sanctions and National Sanctions of the Republic of Latvia have been determined in relation to the Tenderer or any of the abovementioned persons, which will hinder the performance of the Contract, the Tenderer shall be excluded from participation in the procedure for awarding the Contract.
  4. The Commission shall obtain the information referred to in Sub-Clause 4.5 from the Enterprise Register of the Republic of Latvia by checking the sanction search links. If information about the persons referred to in Sub-Clause 4.5 is not published on the site, the Tenderer must submit it:

4.6.1. together with the tender, or

4.6.2 within three (3) working days from the date of dispatch of the Commission's request.

* 1. The Contracting Authority shall accept and recognize certificates and other documents issued by the competent authorities of Latvia in the cases if they were issued not earlier than one month prior to the date of submission, and the Contracting Authority shall accept and recognize certificates and other documents issued by competent authorities of foreign countries if they were issued not earlier than six months prior to the date of submission, unless the issuer of the certificate or document has specified a shorter period of validity.

1. CONDITIONS FOR THE SUBMISSION OF TENDERS
   1. The tender may be submitted by the Tenderer before 17 May 2024, 10 a.m., by sending the tender to the following e-mail address: [Sarmite.Zincenko@vid.gov.lv.](mailto:Sarmite.Zincenko@vid.gov.lv)
   2. The Tenderer may amend or supplement the submitted tender only before expiry of the time period for submission of the tender.
   3. The Tenderer is not entitled to modify its tender after the deadline for submission of the tender.
   4. The tender must be submitted in electronic format.
   5. The tender must be protected using encryption. For instructions, see Annex 4.
   6. **On 17 May 2024, 10:00a.m. to 11.00a.m.**

**the Tenderer will be able to send to** [**Sarmite.Zincenko@vid.gov.lv**](mailto:Sarmite.Zincenko@vid.gov.lv) **a password (code) for opening the encrypted tender.**

* 1. The tender that has not been submitted in the prescribed manner or that has been submitted in unencrypted form and/or to which a password has not been sent within the time period specified in Clause 5.6 of this Section shall not be considered by the Contracting Authority.
  2. After sending the tender, we ask the Tenderer to make sure that a reply is received confirming the receipt of the tender.

**Name of the Tenderer:**

Register as No.:

Registered and business address:

Contact person:

Phone:

E-mail address and e-Address:

Bank details:

Tenderer's authorized person (name, surname)

Signature (if not signed electronically), Date

THE DOCUMENT IS ELECTRONICALLY SIGNED WITH A SECURE ELECTRONIC SIGNATURE AND CONTAINS A TIME STAMP

*Annex 1*

**Dog testing protocol in the premises and outside**

**Dog's name**

**Microchip No.**

**Tenderer**

**Date**

**Place**

Premises and outside testing

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1 | 2 | 3 | 4 | 5 |
| Pos. No. | Type of testing | Factor | Evaluation | Notes |
| 1. | Slippery floor | x 1 |  |  |
| 2. | Metallic sound | x 1 |  |  |
| 3. | Table exercise | x 1 |  |  |
| 4. | Footbridge | x1 |  |  |
| 5. | Ladders up | x 1 |  |  |
| 6. | Carrying exercise | x 1 |  |  |
| 7. | Ladders down | x 1 |  |  |
| 8. | Dark room | x 5 |  |  |
| 9. | Assertiveness | x 5 |  |  |
| Total evaluation: | | | : 17 | = |

**Commission Members:**

1. Novērtēšanas tiesnesis / /
2. / /
3. / /

*Annex 2*

**Dog testing protocol for the prey drive determination**

**Dog's name**

**Microchip No.**

**Tenderer**

**Place Date**

Prey drive determination

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Pos. No. | Type of testing | Factor | Evaluation | Notes |
| 1. | Chasing | x 1 |  |  |
| 2. | Catching | x 1 |  |  |
| 3. | Prey drive | x 3 |  |  |
| 4. | Searching | x 2 |  |  |
| 5. | Blocked object | x 2 |  |  |
| Total: | | | : 9 | **=** |

Commission Members:

1. Novērtēšanas tiesnesis / /
2. / /
3. / /

*Annex 3*

Acceptance Certificate

, 2024.

Place

, hereinafter referred to as the Contractor, represented by , , name of the contractor name, surname,

acting in accordance with , on the one hand, and

**State Revenue Service,** hereinafter referred to as the Contracting Authority, represented by its authorized representative

, acting in accordance with

, on the other hand, hereinafter collectively referred to as the Parties and separately as the Party, sign the following dog

acceptance certificate:

1. The Contractor shall transfer and the Contracting Authority shall accept a dog that meets the requirements of the Contracting Authority in accordance with the procurement

"Purchase of Dogs" No. FM VID 2024/171:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Dog (name, microchip No.) | Breed | Sex | Date of birth | Price, EUR, excluding VAT |
|  |  |  |  |  |

1. The following documents shall be issued to the dog:

o A pet passport of the European Union model with notes on rabies vaccination, carnivorous plague, parvoviral enteritis, infectious hepatitis, parainfluenza, leptospirosis and a record of the clinical examination of an authorized veterinarian indicated in the pet's passport not older than 5 days. Passport No. ;

o pedigree documents (if any) - No. ;

o The Certificate has been drawn in Latvian (*or in case the Contractor is a non-resident of the Republic of Latvia - in Latvian and English*) on pages in two (2) identical copies, one of which

shall be stored with the Contracting Authority, the other - with the Contractor. The Certificate shall be enclosed with the Contract and become an integral part of the Contract. In case of disputes, the Latvian text shall prevail (*in case the Contractor is a non-resident of the Republic of Latvia and the Certificate is drawn up in Latvian and English*).

3. Information on the time of handing over the dog (strike out whichever is not applicable):

* 1. handing-over has taken place within the term specified in Sub-Clause 3.1 of the Contract;
  2. handing-over has taken place in violation of the term specified in Sub-Clause 3.1 of the Contract.

Signatures of Parties:

Contracting Authority Contractor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_/ \_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_/

*Annex 4*

Tender encryption

Instruction:

1. Press the right mouse button once on the file name;
2. 7-Zip (if such a name does not appear, then it is necessary to download the required software *-* [*https://www.7-zip.org/*)](https://www.7-zip.org/);
3. Put in the archive;
4. Enter your password;
5. Good;
6. The encrypted file is signed with a secure electronic signature - [https://www.eparaksts.lv/lv/.](https://www.eparaksts.lv/lv/)

**Open**

Edit

New

Print

Share with Skype

7-Zip

CRC SHA

eParakstītājs 3.0

Scan with Microsoft Defender

Share

Open with

Give access to

Restore previous versions

Send to

Cut

Copy

Create shortcut

Delete

Rename

Properties

Open archive

Open archive

Extract files

Extract here

Extract in ‘’Piedāvājums’’ folder

Check the archive

Put in archive

Compress, send by e-mail

Put in ‘’Piedāvājums.7z

Compress ‘’Piedāvājums.7z’’, send by e-mail

Put in ‘’Piedāvājums.zip’’

Compress ‘’Piedāvājums.zip’’, send by e-mail

|  |  |  |  |
| --- | --- | --- | --- |
| Adding to the archive | | | |
| Archive: C:/Users/fp00122/Desktop/fails/  Piedāvājums.7z | | | |
| Archive format: | 7z | Conversion mode: | Add and replace files |
| Compression level | Normal | Paths | Relative pathnames |
| Compression technique | LZMA2 | Settings |  |
| Dictionary size | 16MB | [ ] Create SFX archive |  |
| Name size | 32 | [ ] Compress shared files |  |
| Solid Block size | 2GB | [ ] Delete files after compression |  |
| Number of CPU threads | 8 /8 | Encryption |  |
| Memory for archiving | 1376 MB | Enter password: |  |
| Memory for unarchiving | 18 MB | Vasara |  |
| Split into volumes, bytes: |  | [x] Password visible |  |
|  |  | Encryption method | AES-256 |
| Parameters: |  | [ ] Encrypt file names |  |
|  | Ok | Cancel | Manual |

Created encrypted tender (yellow folder).

Piedāvājums

Piedāvājums

1. To be completed by the Tenderer by writing the word "CERTIFY" or "PROVIDE" or "AGREE", or otherwise describing their ability to ensure compliance with the requirements. [↑](#footnote-ref-1)