*to Order of the Minister of Finance of the Republic of Armenia*

*No 75-A of 02 March 2018*

*Annex 1*

*to Order of the Minister of Finance of the Republic of Armenia*

*No 248-A of 25 May 2017*

NOTICE

ON CARRYING OUT SINGLE SOURCE PROCUREMENT DUE TO EMERGENCY OR OTHER UNFORESEEN SITUATION

This text of the notice is approved by decision of the Evaluation CommissionNo 03 of03 2018

Code of the procedure: ՀՀՏՄՆՀՀ –ԳՀԱՊՁԲ18/15

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| --- | --- | --- | --- |
| The contracting authority Noyemberyan municipality  , located at the following address: Republic of Armenia. At 4 Yerevan, Noyemberyan , | | | |
|  | (name of the contracting authority) |  | (address of the contracting authority) |

with the view of carrying out single source procurement due to emergency or other unforeseen situation as prescribed by point 2 of part 1 of Article 23 of the Law of the Republic of Armenia "On procurement", gives notice for a procedure (hereinafter referred to as "the procedure") which shall be carried out in one stage,through Armeps ([www.armeps.am](http://www.armeps.am/)) system of electronic procurement.

The bidder selected based on the results of the procedure will be proposed, in a prescribed manner, to conclude a contract for computers and computer equipment (hereinafter referred to as "the contract").

name of goods

Pursuant to Article 7 of the Law of the Republic of Armenia "On procurement", any person, irrespective of the fact of being a foreign natural person, an organisation or a stateless person, shall have equal right to participate in this procedure.

The qualification criteria for the persons ineligible to participate in the procedure, as well as for bidders, and the documents to be submitted for the evaluation of those criteria shall be established by the invitation for this procedure.

The selected bidder shall be determined from among the bidders having submitted bids evaluated as satisfying the requirements of the invitation, by the principle of giving preference to the bidder having submitted the lowest price proposal.

For receiving the hard copy of the invitation for the procedure, it is necessary to apply to the contracting authority by11:00 o'clock of the 7 day from the date of publication of this notice.Moreover, an application in writing must be submitted to the contracting authority for receiving the hard copy of the invitation.The contracting authority shall ensure the free of charge provision of the hard copy of the invitation (or in case of submitting, attached to the application, the copy of the document issued by the bank, attesting to the payment of AMD \_\_\_\_\_ which may not exceed the amount of costs incurred for photocopying and delivering the invitation[[1]](#footnote-2)) on the first working day following the receipt of such request (the payment must be made to the account[[2]](#footnote-3)).

In case of a request to provide the invitation electronically, the contracting authority shall ensure the free of charge provision of the invitation electronically within the working day following the date of receipt of the application.

Failure to receive the invitation shall not limit the bidder's right to participate in this procedure.

The bids for the procedure must be submitted electronically, through Armeps ([www.armeps.am](http://www.armeps.am/)) system of electronic procurement, by 11:00o'clock of the7 day from the date of publication of this notice. The bids may, in addition to Armenian, also be submitted in English or Russian.

The bid opening will take place electronically, through Armeps system of electronic procurement, at11:00 o'clock on the 7day from the date of publication of this notice.

The appeals concerning this procedure must by filed to the Procurement Appeals Board, to the following address: Melik-Adamyan St. 1., Yerevan. The appealing shall be carried out as prescribed by the invitation for this procedure. For filing the appeal, a fee shall be required in the amount of AMD 30 000 (thirty thousand), which must be transferred to the treasury account 900008000482 opened in the name of the Ministry of Finance of the Republic of Armenia.

For receiving additional information concerning this notice, you may apply to **Artsrun Mamyan**  Secretary of the Evaluation Commission

name, surname

Telephone 094129955

E-mail: [arcrunmamyan@mail.ru](mailto:arcrunmamyan@mail.ru)

Contracting authority Noyemberyan municipality

name

1. *The phrase specified in the brackets shall be removed where no fee is envisaged for provision of the invitation; otherwise the words "free of charge" shall be removed from the sentence.* [↑](#footnote-ref-2)
2. *The sentence specified in the brackets shall be removed where no fee is envisaged for provision of the invitation.* [↑](#footnote-ref-3)