

APPROVED
Procurement Commission
at the meeting on 10th March 2023
Minutes No. 3

REGULATIONS AND REQUIREMENTS

for a price survey “Disk Array”

Price survey identification No. BAT/2022/02

Work task - SIA “Biznesa augstskola Turība” within the framework of the European Social Fund project number 8.2.3.0/22/A/005 “Disk array procurement”.

No.	The customer	SIA "Biznesa augstskola Turība", reg . No. 40003135880, Graudu street 68, Riga, LV-1058
1.	Price survey subject	Disk array (set) procurement for Turība University, Graudu Street 68, Riga
2.	A brief description of the subject of the price survey	Virtual private server and Network attached storage
3.	Price survey identification no.	BAT/2022/02
4.	Offer price	The offer price must be expressed in EUR, separately stating the offer price with and without VAT and the amount of the VAT % When evaluating the offer, the commission will take into account the price indicated in the offer without value added tax.
5.	Parts of the offer	The applicant can submit an offer for one part (each separately) or for several parts.
6.	Deadline	The applicant indicates the deadline for execution in his offer. Delivery of the procurement item must be made no later than April 28, 2023 .
7.	Costs to be included in the price	The price of the offer must include all planned expenses for the service and equipment, which are necessary for the fulfillment of the procurement contract in full and at the appropriate quality in accordance with the current regulatory enactments. When determining the prices of the service and equipment, Bidders should take into account that the payment is intended only for completed work (except for cases where the applicant is not a company registered in Latvia).
8.	Payment procedure	Payment for the goods/service is made within 10 working days after receipt of the goods/service If the applicant is not a company registered in Latvia, the payment could also be made as an advance payment.
9.	Authorized person on behalf of the customer	Daiga Rugāja, project manager, t. 29157200
10.	Offer selection criteria (lowest price or most	Lowest price

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	economically advantageous offer)	
11.	Applicant	<ol style="list-style-type: none"> 1) The applicant can only be a legal entity 2) The applicant, when submitting his offer as part of the market survey, confirms that he is familiar with the requirements specified in the price survey and the technical specifications and undertakes to fulfill them.
12.	Rules for exclusion of applicants	<p>The customer excludes the Applicant from participation in the procurement procedure in the following cases:</p> <ol style="list-style-type: none"> 1. Law on Procurement of Public Service Providers (hereinafter - SPSIL) in the case mentioned in Section 48, Part One, Clause 2; 2. In the case mentioned in paragraph 3 of the first part of Article 48 of SPSIL; 3. In the case mentioned in clause 8 of the first part of Article 48 of SPSIL.
13.	In order for the applicant to participate in the price survey, the following documents must be submitted	Completed application with financial offer (Appendix 2) or free form application
14.	Submission of the offer (type, place, deadline, language, design and submission requirements)	<p>offers – until March 31, 2023, at 17.00</p> <p>Submission of the offer – sent by e-mail daiga.rugaja@turiba.lv. The submission must be sent to the specified e-mail by the above-mentioned deadline. An offer submitted after the mentioned deadline will not be accepted.</p> <p>The offer is prepared in the national language (Latvian) or English with a note: For the price survey “Disk array”.</p>
15.	Bidder's rights and responsibilities during the price survey	<ol style="list-style-type: none"> 1. Before the deadline for submitting offers, amend or withdraw the submitted offer. 2. Prepare an offer in accordance with the requirements of the price survey rules. 3. Provide truthful information. 4. To provide answers to the Customer's requests for additional information necessary for checking, comparing and evaluating the suitability of offers. 5. Cover all costs related to the preparation and submission of offers. 6. submit an offer for one or more lots.
16.	The customer's rights and obligations during the evaluation of the price survey	<ol style="list-style-type: none"> 1. Request that the applicant clarify information about his offer. 2. Invite an expert in the assessment, if necessary. 3. If the offer has not been drawn up in accordance with the requirements mentioned in these regulations and/or the submitted documents do not comply, decide on further consideration of the offer. 4. To ensure free competition of applicants, as well as equal and fair treatment of them. 5. At the request of the suppliers, provide information in accordance with the regulations. 6. Evaluate applicants and their submitted offers in accordance with regulatory enactments and these regulations. Choose an offer or decide to end the price survey without choosing any offer, etc.
17.	Other information	1. The applicant cannot submit variants of the offer.

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		<p>2. The offered contract price is unchanged throughout the term of the contract.</p> <p>3. The price survey can be terminated if there is an objective reason for this.</p> <p>4. The applicant can familiarize himself with the terms of the price survey and receive them electronically upon request by specifying his e-mail address.</p> <p>5. The applicant can send question(s) about the rules no later than 5 (five) days before the end of the submission of offers to the e-mail daiga.rugaja@turiba.lv.</p> <p>6. Answers to questions asked on time will be given to all applicants, without identifying the questioner, by publishing the answer to the question on the Customer's website www.turiba.lv. The customer can also submit answers later than 5 (five) days before the deadline for submission of offers for clarification requests, if the question asked by the applicant is not complicated and the answer can be prepared quickly.</p> <p>7. Bid opening meeting with the participation of bidders is not planned.</p>
18.	In the appendix	<p>1. Technical specification (Appendix 1).</p> <p>2. Applicant's application form with financial offer (Appendix 2).</p>

TECHNICAL SPECIFICATION

Disk array

Part 1 – Virtual private server

No.	Item	Specification
1.	Virtual private server	At least 8vCPU core, 30 GB RAM, 800 GB SSD VPN connection Data storage ES

Part 2 – Network attached storage

Npk	Pozīcija	Parametrs
1.	Network attached storage	At least 12 disk slots RAM not smaller than 8 GB UDIMM DDR4, with the option of extending at least up to 16 GB CPU at least 4 core, 2 GHz redundant power supply SSD cache acceleration support Network ports: at least 2 × 2.5 GbE ports (compatible with 1 GbE), possibility to expand with 2 × 10 GbE with an additional network card RAID Hot Spare RAID support at least: Single, RAID 0 (Stripe), 1, 5, 6, 10, 50 Rack-mountable, mounting rail included Complete with hard drives: 2 pcs. at least 3.8 TB SSD 10 pcs. at least 8 TB HDD

APPLICATION FORM

SIA “Biznesa augstskola Turība” invitation to participate

FOR PRICE SURVEY "Disk array"

Price survey identification no. **BAT/2022/03**

The price survey takes place under the agreement on the European Social Fund project no. 8.2.3.0/22/A/005 within the framework of “Digitalization initiatives for the improvement of study quality in the areas of strategic specialization of universities”, cost position in the project “Disk array”. Buyer – contract partner SIA “Biznesa augstskola Turība”.

THE APPLICANT

Company Name	
Company registration no.	
Company's registered address	
Company bank details	
Contact person's name, surname	
Contact position	
Contact person's phone number	
Contact person's email address	
Authorized representative of the applicant name, surname, position	
On what basis is the authorized representative entitled to sign (statute, power of attorney)	

APPLICATION

With this offer, I hereby agree to participate in the price survey:

Part 1 Virtual private server	Applying / not applying (delete unnecessary)	I certify that my offer meets the requirements specified in the technical specification
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		<i>(delete if not applied)</i>
Part 2 Network attached storage	Applying / not applying <i>(delete unnecessary)</i>	I certify that my offer meets the requirements specified in the technical specification <i>(delete if not applied)</i>

PRICE OFFER

We, **Company name**, offer the product in accordance with the requirements and volumes specified in the technical specification:

Disk array

Subject of purchase	Price for the entire volume offered, EUR
VAT _____%	
INCLUDING VAT	