

To

**“Dr. Pendl and Dr. Piswanger Bulgaria”  
EOOD,**

With seat and registered address:

Sofia 1421, № 27 “Vezhen”, UIC:  
121398487,

Represented by

Mirena Koleva – Manager

## INVITATION

for

**provision of services for personnel selection for the IGB project in relation to  
„Interconnector Greece-Bulgaria“ (IGB)**

**DEAR MRS KOLEVA,**

As considering the fact that **“Dr. Pendl and Dr. Piswanger Bulgaria” EOOD** is an entity, which has already prepared a study for selection and evaluation of personnel for the needs of the Contracting authority and in view of the necessity of immediate award of the services on the grounds of art. 191, para 1, item 2 and item 3 of PPA, we hereby invite you to submit invitation for provision of services for selection of personnel for the IGB project in relation with „Interconnector Greece -Bulgaria“ (IGB).

### **1. Contracting authority.**

Contracting authority of the present public procurement are the representatives of ICGB AD – company, according to art. 5, para 4, item 1 of PPA.

ICGB AD has a seat and correspondence address at:, № 13 Veslets str. Floor 2,1000 Sofia, Bulgaria, phone: + 359 2 92 63 803, Fax: + 359 2 92 50 392, E-mail: [office@icgb.eu](mailto:office@icgb.eu),

Main address of the contracting authority: <http://www.icgb.eu/>,

Address of the Buyer's profile: <http://www.icgb.bg/profil-na-kupuvacha/proceduri-za-vuzlagane-na-op>

Contact person: Vladislava Tsekova – office manager.

## 2. Subject of the public procurement. Estimate value.

Provision of services for personnel selection for the IGB project in relation to „Interconnector Greece-Bulgaria“ (IGB).

The estimate value of the public procurement is up to BGN 70 000 (seventy thousand) without VAT.

## 3. Legal grounds.


The present procurement is awarded on the grounds of art. 191, para 1, item 2 and item 3 under PPA – through an invitation to particular persons (entities).

**Arguments:** the person invited by the Contracting authority to submit an offer, has already made a study for selection and evaluation of personnel in 2018 for the Contracting authority, as on the basis of the developed the invited has performed a preliminary selection of candidates for the needs of the Contracting authority and has prepared a list with potentially selected most appropriate candidates for available positions in the organization of the Contracting authority.

In this context, as considering the specific subject of activity of the Contracting authority and the already prepared list with candidates as a result of the study, performed in 2018 from the person, to which the invitation is addressed and for the necessity of urgency of the selection and employment of personnel especially for the needs of the Contracting authority, there are no another alternative means, by which these needs to be satisfied by virtue of art. 191, para 1, item 2 of PPA.

The invited person also has know-how based on what has already been prepared in 2018 as a market research of suitable market candidates. The previous market research is the intellectual property of the person to whom the invitation is addressed, and therefore the Contracting Authority wishes to benefit from the results of the selection in 2018, as this is the most effective way to quickly fill the vacancies and profiles of the candidates that were studied in 2018, partially coincide with the positions for which the services subject to this contract are assigned.

Secondly, the implementation of the contract for the construction of the gas pipeline has already been signed and its implementation has started advanced, and due to the emergency situation in the country, measures are needed to compensate for the possible risks of delayed implementation. In relation to the last (fact), the Contracting authority has a necessity to additionally employ highly-qualified personnel with specific skills and knowledge to assist the Contracting authority during the construction process, as the need of employing the respective specialists has not been and could not be envisaged in advance because of the ascertained delays in the start of construction for reasons, which are not in fault of the Contracting authority, namely delays in signing the agreements for project financing, which has impeded the Contracting authority to activate the Design, procurement and construction



Contract and the Line pipes manufacture and supply contract and to pay the envisaged advance payments.

Next, the need and urgency of the selection and appointment of personnel specifically for the needs of the Contracting Authority is dictated by the state of emergency imposed on the territory of the Republic of Bulgaria on March 13, 2020, announced by a National Assembly decision on the Covid – 19 pandemic, which created significant difficulties in various stages of implementation of EPC and supply of pipes contract.

The urgency of staff selection is also required in connection with meeting the requirements of the European Investment Bank for the appointment of highly qualified staff with specific skills and knowledge to the terms of the Loan Agreement concluded between BEH and ICGB AD, which reproduces the terms of the Facility Agreement with the EIB. This need arises at this stage only after the Contracting Authority is aware of the forecasts of the consultants for the possible internal organizational structure that ICGB AD must have in order to implement all measures for environmental and social management of the project.

The latter represent exceptional circumstances by virtue of item 17 of § 2 of the Additional provisions of PPA by virtue of art. 191, para 1, item 3 for the Contracting authority.

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#### **4. General information.**

The IGB project, developed by „ICGB” AD (a company, 50% owned by Bulgarian Energy Holding EAD and 50% of IGI Poseidon) includes design, financing, construction and operation of a long-term base of the land gas pipeline between Greece and Bulgaria.

The gas pipeline shall connect the national gas transmission systems of DESFA and TAP, both in Greece, with the system of Bulgartransgaz in Bulgaria. The IGB project shall connect the South corridor with the gas markets of Central and South-central Europe and shall allow the delivery of gas from multiple sources (i.e. Caspian sea, the Near East and etc.), through the existing and future intersystem connection of the Turkish, Greek and Bulgarian gas networks for liquefied natural gas.

The gas pipeline starts from the region of Komotini in Greece, where it shall connect with DESFA and ends in the region of Stara Zagora in Bulgaria, where it shall connect with the system of Bulgartransgaz.

#### **5. Scope of services.**

The Contractor shall make selection and evaluation of personnel according to preliminary established criteria by the Contracting authority up to 10 positions –engineering, commercial and financial, by performing preliminary selection of candidates after consulting with the Contracting authority. The concrete number of positions shall be determined after award on behalf of the Contracting authority.

The profiles of the positions shall be provided to the Contractor after execution of the contract under the present procedure.

The selection has to be made by the Contractor through the following methods: Direct contact, professional networks, searching in data bases and publication of advertisement.

#### **6. Term and place of implementation**

The total term of the contract is until the announced positions are filled, but not more than 2 months following the conclusion of the contract.

The deadline for submission of an initial list of candidates is up to 10 days from the assignment and provision of information by the Contracting Authority on the profiles of the positions of the candidates.

The place of implementation is Sofia.

### **7. Award criterion**

The award criterion is „**the lowest price**“ on the grounds of which shall be determined the economically most advantageous offer.

### **8. Term of validity of the tenders**

The tender has to be valid 60 calendar days as considered from the date of its submission to the Contracting authority.

### **9. Deadline for submission of tenders**

The tender together with the annexes has to be submitted until 17,30 on 26.06.2020 at the office of ICGB AD, to the following address: Sofia, No13 Veslets str., floor 2.

### **10. Requirements to the contents of the tender.**

The tender and its annexes have to be submitted according to the models, enclosed to the present invitation. The tender and its annexes have to be submitted in Bulgarian and in English languages.

The tender has to be submitted on a hard copy and has to contain:

- List of the documents;
- A Tender containing technical and price offer;
- Declaration under art. 192, para 3 of PPA for non-existence of circumstances under art. 54, para 1, items 1, 2 and 7 of PPA;
- Declaration under art. 192, para 3 of PPA for non-existence of circumstances under art. 54, para 1, items 3 - 6 of PPA;

The declaration for non-existence of the circumstances under art. 57, para 1. Items 1, 2 and 7 of PPA has to be signed by the persons, who represent the participant. When the participant is represented by more than one person the declaration for the circumstances under art. 54, para 1, items 3 – 6 of PPA has to be signed by the person, who can independently represent the entity.

The offered price has to include single price per position for implementation of the service and total price for the 10 positions with all costs included while as for the total number of 10 positions the total price should not exceed the amount of 70 000 BGN without VAT.

The Tender has to be submitted personally, by authorized person or by a courier, to the office of the Contracting authority.

### **11. Examination of the tender. Execution of contract.**

The tender of the invited participant shall be examined in accordance with the requirements of the Implementing rules of PPA.



Prior to execution of the contract, the participant, determined for a contractor, has to submit documents, certifying the non-existence of the grounds for exclusion from the procedure as well as the compliance with the established selection criteria, namely:

- Certificate for lack of criminal record for the person, representing the invited participant;
- Certificate from the revenue authorities and from the municipality under the seat of the Contracting authority and the invited participant for non-existence of tax obligations and obligations for obligatory social security contributions under art. 162, para 2, i. 1 of Tax-insurance procedure code and the related interests, to the state or to the municipality under the seat of the Contracting authority and (the seat of) the invited participant.
- Certificate from Executive agency „Chief labor inspection“ for the circumstances under art. 54, para 1, items 6 of PPA.
- Information required under the Law on Measures against Money Laundering:

information for any natural person who is the actual owner of the legal person, which information may be:

1. a reference from the relevant Commercial Register and a certificate, contract or other valid document in accordance with the legislation of the jurisdiction in which they are registered, coming out of a central register or by a registering agent, which shows who the actual owners are;
2. the documents and reports under art. 54, para. 1 and 2 of the Law on Measures against Money Laundering - original or notarized copy of an official extract from the respective register of their current status and a certified copy of the memorandum, constituent act or other document,
3. other documents showing the beneficial owner, the nature and type of ownership or control over the company, showing who the actual owner is.

If the information collected under the foregoing points is insufficient to identify the natural person who is the actual owner of the legal entity, as well as in the presence of contradictory information, the Participant must submit a declaration by the legal representative or the legal entity's representative according to the model in accordance with the Rules for Implementation of the Law on Measures against Money Laundering, which statement will be provided by the Contracting Entity.

## **12. Annexes to the Invitation for participation**

Annex № 1 – List of the documents

Annex № 2 – Template of technical offer;

Annex № 3 - Template of price offer;



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Natural Gas  
Interconnector  
Greece - Bulgaria

Annex № 5 – Declaration under art 192, para 3 of PPA for non-existence of circumstances under art. 54, para 1, items 3 - 6 of PPA

Annex No 6- Draft contract.

**FOR THE CONTRACTING AUTHORITY:**



**Teodora Georgieva – Mileva**

**Executive officer**



**Konstantinos Karagiannakos**

**Executive officer**

