

ADMINISTRATIVE SPECIFICATIONS (CONTRACTING AUTHORITY)

RELEVANT MINISTRY AND/OR DEPARTMENT

TRNC PRIME MINISTRY

KIB-SINGLE TREE POLE (9 AND 11 METERS) PURCHASE TENDER

ADMINISTRATIVE SPECIFICATIONS FOR PURCHASE OF GOODS

If there is a section that is not clear in the Administrative Specifications, you
can get explanatory information from the authorized personnel at 228
3116-2285726 (ext. 328 – 369 – 327– 217–365).



SUBJECT OF THE TENDER AND REGARDING SUBMITTING A BIDDING ISSUES

1. Information Regarding the Contracting Authority (Administration)

1.1. Contracting Authority (Administration);

a) Name	CYPRUS TURKISH ELECTRICITY INSTITUTION (KIB-TEK)
b) Address	140 Bedrettin Demirel St. Nicosia
c) Telephone Number	600 09 00 (ext:1034)
d) Fax Number	
e) E-mail Address	cemile.gokmen@kibtek.com
f) Personnel Name and Surname	Cemile Gokmen

1.2. Participants can contact authorized persons for information regarding the tender at the above addresses and numbers. can be provided by installing.

2. Information Regarding the Work Subject to Tender

2.1. Information Regarding the Work Subject to Tender;

a) Name	9 and 11 Meter Wooden Pole Purchase Tender
b) Type	9 and 11 Meter Wooden Pole
c) Amount Total	It is specified in the Technical Specifications.
d) estimated value allocated for the tender	757,000.00 USD+VAT
e) Place of Delivery	Place to be indicated by the Administration
f) Delivery Time	<u>3 MONTHS for products coming from TRNC and TC</u> _ _ <u>4 MONTHS for others</u> _ _

3. Information on Submitting Offers for the Tender

a) Tender Registration Number	: 145 /2025
b) Tender Method	: Open Method (Sealed Envelope)
c) Address to Submit Offer	: Ministry of Finance Central Tender Commission
d) Address where the tender will be held	: Central Tender Commission

Meeting Room

3.1. Bids must be submitted to the bid box of the Central Tender Commission in the Ministry of Finance Block C building by **10:00** on **11/06/2025** at the latest . Bids received after this time will not be accepted and will not be evaluated.

3.2. Bids submitted cannot be withdrawn for any reason, except in the event of an addendum being issued.

4. Viewing and Obtaining Tender Documents

4.1. The tender document can be viewed free of charge at the address below and on the Central Tender Commission website. However, those who will bid for the tender are required to purchase the tender document.

a)	KIB-SINGLE PURCHASING BRANCH
Where to View Tender Documents	HEADQUARTERS
b) Internet Address Where Tender Document Can Be Viewed	www.kibtek.com-mikgov.ct.tr
c) Where to Purchase Tender Documents	PURCHASING BRANCH DIRECTORATE
d) Tender Document Sales Price to KIB-TEK Cashier (3000 TL + VAT to be deposited)	3000 TL+KDV
e) Statement Regarding Tender Documents	

Prospective bidders may request a written explanation regarding the tender documents from the tender authority until 6 working days before the end of the deadline for submitting their bids.

4.2. The candidate participants must submit their requests (questions) for clarification regarding the tender documents to the tender authority in writing by the period specified in clause 4.1(e). After this date, no requests for clarification (questions) will be accepted. After this date, no objections and/or questions will be accepted. If no clarification is requested by the candidate participants, all tender documents submitted will be deemed to have been accepted (committed) as submitted.

5. Scope of the Tender Document

5.1. The tender document consists of the following documents:

- a) General Administrative Specifications,
- b) Draft Contract,**
- c) Technical Specifications,
- d) Standard Forms:
- e) Annex: 1 Special Matters Specification
 - Tender Participation Declaration
 - Temporary Guarantee Letter Sample
 - Financial Offer Form
 - Mandatory Control Form

5.2. In addition to the above mentioned documents, the addendums to be prepared by the administration in accordance with the relevant provisions of this specification and the written explanations made by the administration upon the written request of the participants are a binding part of the tender documents.

5.3. The content of the tender document must be carefully examined by the participant. The responsibility arising from the non-fulfillment of the conditions for submitting the bid belongs to the bidder. **Bids that do not comply with the criteria and formal rules stipulated in the tender document will not be evaluated.**

6. Notification and Notification Principles

6.1. Tender committees shall inform the tender participant who won the tender in writing within 3 (three) working days from the date of receipt of the tender decision, stating the reason for the said decision.

6.2. Tender committees shall inform the tender participants who were excluded from the tender in writing about the reasons for the rejection of their bids within 3 (three) working days after the tender decision is taken.

6.3. Tender committees shall inform the tender participants in writing, stating the reason for the decision, within 3 (three) working days after the decision is taken not to finalise a tender or to restart the process.

6.4. Answers to questions, explanatory information and addendums regarding a tender are announced on the official website of the tender commission and notified to the participants in writing against signature.



ISSUES RELATED TO PARTICIPATION IN THE TENDER

7. Participation in the Tender

All real or legal entities that meet the conditions specified below can participate in the tender.

7.1. Real or legal entity established in TRNC and meeting the conditions specified in this specification.
persons.

7.2. It can participate in any tender as a member of an economic enterprise group established in accordance with Article 34 of the Public Procurement Law.

8. Documents that are Conditions of Tender Participation and Form the Basis of the Offer.

8.1. In order for the participants to participate in the tender, the following **conditions of participation are met**:

8.2.

8.3. They must submit the following documents in their offer files:

a) **Tender Participation Declaration:** It is a document in which all sections are filled in completely, signed by the authorized person and all declarations must be submitted accurately.



b) **Temporary Guarantee:** It is a temporary guarantee letter prepared by a bank in accordance with the standard form sample regarding temporary guarantee in the annex of this specification or a letter of guarantee equal to the amount of the guarantee.



It is the receipt showing that the money has been deposited to the Income and Tax Office .

- c) **Financial Offer Form:** Offer in accordance with the standard form in the annex of this specification. is the form.



- d) **Company registration documents for legal entities or a document containing the information on the identity card or trade name registration certificate for individuals.**



- e) **Signature Circular or Signature Declaration:** Document showing authorization to submit an offer issued in 2025.



• If the bidder is a natural person , a signature declaration for the year **2025** , approved by the certification officer, _____

• If the bidder is a legal entity , the signature circular of the director and/or directors of the legal entity, dated **2025** and approved by the certification officer, _____

- f) **Declaration of Authority:** As an "Authorized Person" representing a legal entity or real person.

In case of participation in the tender, a notarized authorization declaration dated **2025** , issued in the name of the authorized person, regarding participation in the tender,



- g) **Specification Receipt:** The price of the specifications for this tender is **CYPRUS**

It is the receipt or photocopy of the receipt proving that the amount was deposited to the **TURKISH ELECTRICITY INSTITUTION** cashier .



- g) **Mandatory Document Control Form:** Contracting authorities and tender participants

Mandatory document control form filled in by the tenderer and signed and/or sealed by the tender participant.



h) Documents Showing the Economic and Financial Situation of Businesses:

1. Company balance sheet

☐

2. Showing the turnover of the last three financial years in the subject area of the tender.

a document

☐


i) Documents Showing the Technical and Professional Skills of Businesses:

1. Documents containing the deliveries related to the tender subject made by economic enterprises to the public or private sector, declarations prepared by the authorized authority or private buyers and/or the dates of the certified deliveries, their prices and the list of names of the buyers,

☐

2. Certificates issued by official institutes or authorized official quality control services demonstrating the conformity of products identified as being in accordance with the relevant specifications or standards.

☐

8.2. How to Present Documents:

a) Participants must submit **the originals of the documents listed in subparagraphs a, b and c of article 8.1 above** , and the originals and/or copies of the other documents, the conformity of which has been approved by the certification officer, in the bid file.

b) It is not necessary for the authorization declaration to be approved by the certifying officer for the persons to be authorized by the participants who submit a signature circular or signature declaration for the tender. However, this document must be written on the company's headed paper, signed, sealed and original, and the signatures of both the authorized person who gives the authorization and the authorized person must be on the document. The directors are jointly authorized.

It is mandatory for all directors of the companies to sign the declaration of authority. The bid of the participants who submit an incompletely signed declaration of authority will be considered invalid.

c) Reasons for the offer being considered invalid:

If any of the documents specified in Article 8.1 of this specification are missing from the bid file, if any document that needs to be signed is not signed, not filled in properly or left blank and only signed, or if the bids and the temporary guarantee are not in accordance with the procedure, the bids of the participants will be treated as non-existent, will be deemed invalid and will be excluded from evaluation without being read. If any of the above-mentioned deficiencies are detected during and/or after the reading of a bid, the bid will be excluded from evaluation.



The documents in items "h and y" will be replaced by the letter "Z" by the administrations regarding the subject of the
The requested documents can be requested. In the box next to the requested documents order. The documents in the
WITH items containing the letter "Z" must be submitted by the participants.

9. Information That Is a Condition for Tender Participation and Forms the Basis of the Offer

9.1. In order for the participants to participate in the tender, they must declare **the participation condition information** listed below in the tender participation declaration in their bid files.

- | | |
|---|----------|
| a) General administrative and technical specifications, addendums, if any, are read and examined.
Declaration that the offer file has been submitted after agreement has been reached | B |
| b) Declaration containing the professional chamber registration certificate information for the fiscal year, | B |
| c) Declaration of the tender participation certificate information valid on the date the bids are opened, indicating that there is no ban from the Labor Department. | B |
| d) From the Revenue and Tax Office, valid on the date the bids are opened.
Declaration of tax security certificate (does not have any debt or debt has been restructured) information, | B |
| e) Declaration from the social security office regarding the liability (no debt or debt restructured) that is valid on the date the bids are opened. | B |
| f) Declaration of the information on the obligation (no debt or debt restructured) valid on the date the offers are opened from the reserve fund | B |
| g) That there are no unpaid fines under competition law.
declaration | B |

9.2. How the Information is Presented:

- a) Participants **must submit the above-mentioned information completely and accurately in the tender participation declaration.**
- b) **The tender participation declaration is one of the documents that form the basis of the offer specified in this specification and the conditions specified in article 8.2.(c) of this specification are valid for this document.**

c) If it is determined that a false declaration has been made by the participant in the tender participation declaration or if the situation is documented by the participant who won the tender, in accordance with Article 64 of the Public Procurement Law No. 20/2016.
If the documents specified in Clause (B) of the 2nd Paragraph of Article 10 of the TCC are not submitted within 3 working days before the decision is made, the commitment is deemed not to have been fulfilled, the participant is excluded from the tender and the provisional guarantee is recorded as income.

d) In such a case, the decision is notified to the participant who submitted the second most suitable offer. the same procedure applies to this participant.

e) The documents specified under Article 9.1 above and submitted through declaration must be submitted by the winning bidder with valid documents that include the date the bid was opened. In order to avoid any grievances if they win the bid, bidders must pay attention to this issue and obtain these documents before the bid envelopes are opened.

10. Sample and/or Catalogue or Brochure Delivery

Promotional material is requested in this tender.

10.1. Samples are not required.

10.2. It is mandatory to submit a catalogue or brochure containing detailed technical information in order to prove that the offered products comply with the technical specifications. 

10.3. Catalogues or brochures will be submitted to KIB-TEK PURCHASING BRANCH DIRECTORATE against a delivery report and/or within the tender file before the tender closing date and time.

10.4. The delivery report will be prepared in **3 (three) copies** by the tender participant and signed by the officer receiving the delivery; one copy will be kept by the tender participant and the other **2 (two) copies** will be given to the participant.

10.5. 1 (one) copy of the delivery report will be placed in the bid envelope by the participant and submitted together with the bid. Bids without a delivery report will be disqualified, deemed invalid and samples will not be accepted after the hour the bids are opened. A delivery report is not required for catalogues or brochures to be placed in the bid file.

10.6. It is the responsibility of the participant to clearly state in the delivery report each catalogue and brochure delivered. In case of deficiencies in the samples and/or brochures to be opened by the tender authority after the bids are opened, even if it is stated in the delivery report that they were delivered, the tender committee will not be responsible for the deficiencies.

10.7. The offer of the participant whose catalogue or brochures are found to be deficient **will be disregarded and deemed an invalid offer.**

11. Those Who Cannot Participate in the Tender

11.1. Those who are stated as ineligible to participate in the tender in Article 13 of the Public Procurement Law cannot participate in the tender in any way, directly or indirectly or as a subcontractor, on their own behalf or on behalf of others.

12. Exclusion from Bidding and Prohibited Acts or Behaviors

12.1. Participants who are unable to participate in the tender in accordance with Article 11 of this Specification and those who are found to have engaged in prohibited acts or behaviors listed in Article 12.2 below will be excluded **from the evaluation**.

12.2. The following acts or behaviors are prohibited in tenders:

- 12.2.1. To interfere with or attempt to interfere with tender-related transactions through fraud, promise, threat, influence, gain, agreement, extortion, bribery or other means,
 - 12.2.2. Causing participants to hesitate, preventing participation, making or encouraging offers for agreements, engaging in behavior that would influence competition or tender decisions,
 - 12.2.3. Preparing, using or attempting to issue false documents or false guarantees,
 - 12.2.4. Except for the cases where an alternative offer can be submitted, a participant in the tenders To make more than one offer, directly or indirectly, in person or by proxy, on behalf of himself or others,
 - 12.2.5. Having a final conviction for a crime related to his/her profession.
 - 12.2.6. Fraudulent material used during the delivery of the goods/goods subject to the contract or using methods, making incomplete, faulty or defective production,
 - 12.2.7. Causing harm to the administration or withholding information and to use his experience to the detriment of the administration,
 - 12.2.8. Making misleading statements and explanations to the public regarding tender decisions,
 - 12.2.9. Failure to fulfill its commitments in accordance with the tender documents and contract provisions, except for force majeure and similar situations determined by the Central Tender Commission,
 - 12.2.10. Participating in a tender even though it has been stated that it is not possible to participate in the tender,
 - 12.2.11. Public procurement law and the regulations issued under this law to act in violation of the regulated matters and rules.
- 12.3.** The provisions of Article 13 of the Public Procurement Law shall be applied to those who cannot participate in the tender and those who are found to have engaged in prohibited acts or behaviors, depending on the nature of the act or behavior.

13. Offer Preparation Expenses

- 13.1.** All costs related to the preparation and submission of offers are the responsibility of the participants. The participant cannot claim any expenses incurred in preparing his/her proposal from the administration.

14. Seeing the Place Where the Work Will Be Done

- 14.1.** If the Participant or their representatives wish to see the place where the delivery will be made, the necessary permissions to enter the place where the delivery will be made will be given by the administration.
- 14.2.** In the evaluation of the offers, it is assumed that the participant has examined the place of delivery and prepared his offer accordingly.

15. Amendments to the Tender Document

- 15.1.** No changes can be made to the tender documents, except in cases where material or technical errors or deficiencies that may affect the preparation of the bids or the performance of the work are detected by the tendering authority or notified in writing by the participants.
- 15.2.** The tendering authorities shall send all changes and corrections to all economic operators that receive the tender documents free of charge, up to 6 (six) working days before the end of the period granted for submitting tender offers, and shall republish all changes and amendments on the website.
- 15.3.** Additional time is needed to prepare offers due to changes made.

In case of any delay, tender committees may postpone the tender date for a maximum of 10 (ten) business days, once only. During the postponement period, tender documents will continue to be sold and offers will continue to be received.

15.4. In case of change, participants who submitted their bids before this regulation,

The opportunity to withdraw and re-bid is given

15.5. If it is discovered that there are significant deficiencies or errors in the tender documents,

The commissions may cancel the entire tender conclusion procedure or repeat the tender.

16. Cancellation of Tender Before Tender Time

Before the end of the period for submission of offers, the contracting authorities shall:

16.1. In case of need to make changes in the tender documents,

16.2. In case of unexpected changes in the contracting authority's budget,

16.3. In cases where the need for public procurement ends due to unpredictable and objective conditions and the public procurement will not be repeated in the relevant budget year or fiscal year, the procurement may be cancelled.



PREPARATION OF PROPOSALS AND ISSUES RELATED TO PRESENTATION

17. Valid Currency for Offers and Payments

17.1. The valid currency in the offer will be USD (DOLLAR).

18. How to Submit Offers

18.1. All documents requested for participation in the tender are placed in an envelope together with the offer letter and provisional guarantee, and the sealed envelope is signed and sealed by the tender participant.

18.2. The name, surname or commercial title of the tender participant, the full address for notification, the name of the tender to which the offer is submitted and the full address of the tender authority conducting the tender are written on the envelope.

18.3. In case the deadline for submission of bids is extended by an addendum, all rights and obligations of the tender authorities and tender participants subject to the deadline or dependent on the initial bid submission date shall be deemed to have been extended until the newly determined final bid submission date and time.

19. Form and Content of the Offer Letter

19.1. The offered prices are written clearly in numbers and/or words in accordance with each other and this
There can be no scrapings, erasures or corrections on the documents.

19.2. Offers are signed by authorized persons by writing their name, surname or trade name and sealed with an official seal.

20. Bidding Method (One will be selected according to the nature of the tender.)

20.1. Participants may submit their offers as unit price, total price and grand total price.
they will give.

20.2. It is not mandatory to bid for all items in this tender. The tender is item-based.
will be evaluated and may be linked to more than one participant.

21. Alternative Offer

21.1. Alternative offers are not requested in this tender.

22. Validity Period of Offers

22.1. The validity period of the offers is **30 working** days from the date of the tender .

22.2. If necessary, the participant may be requested to extend the validity period of the offer for a maximum of the period specified above. The participant may accept or reject this request of the administration. The participant who rejects the request of the administration to extend the validity period of the offer

shall be deemed to have withdrawn from the tender.

22.3. The participant who extends the validity period of his/her offer shall bring his/her provisional guarantee into compliance with the validity period of the new offer he/she has accepted and the provisions regarding the provisional guarantee, without changing the offer and contract terms.

22.4. Requests and responses on this matter will be in writing.

23. Expenses Included in the Offer Price

23.1. Transportation, insurance, taxes, duties and fees expenses incurred in accordance with the relevant legislation, will be included in the price bid by the participants.

23.2. In case of an increase in the expense items included in article 23.1 of this specification or the emergence of similar new expense items, the offered price shall be deemed to include a share to cover such increases or differences. The Contractor cannot make any claim by putting forward such increases and differences and the price difference shall not be paid to the participants.

23.3. Other expenses included in the bid price are listed below:

23.4. Fulfillment of the commitment (including any increases that may occur due to additional work) related taxes, duties, charges and transportation expenses to be paid.

23.5. Value Added Tax (VAT) arising during the payment of the price of the work subject to the contract shall be paid separately to the contractor by the Administration within the framework of the relevant legislation.

24. Temporary Guarantee

24.1. The amount of the provisional guarantee is calculated by the tender participant by taking into account the following rates. The bid of the participant who provides a provisional guarantee that does not comply with this rule **will be excluded from evaluation**.

<u>Offered Tender Price</u>	<u>Collateral Amount</u>
<u>Greater than 0.- TL - up to 20,000.- TL :</u>	<u>500.- TL</u>
<u>Greater than 20,000.- TL - up to 50,000.- TL :</u>	<u>1,000.- TL</u>
<u>Greater than 50,000.- TL - up to 100,000.- TL :</u>	<u>2,500.- TL</u>
<u>Greater than 100,000.- TL - up to 200,000.- TL :</u>	<u>5,000.- TL</u>
<u>Greater than 200,000.- TL - up to 500,000.- TL :</u>	<u>10,000.- TL</u>
<u>Greater than 500,000.- TL - up to 1,000,000.- TL :</u>	<u>25,000.- TL</u>
<u>Greater than 1,000,000.- TL - up to 2,500,000.- TL :</u>	<u>50,000.- TL</u>
<u>Greater than 2,500,000.- TL - up to 5,000,000.- TL :</u>	<u>100,000.- TL</u>
<u>For amounts greater than 5,000,000.- TL:</u>	<u>150,000.- TL</u>

24.2. The provisional guarantee must be dated at least **09/09/2025** . (If this item is not filled in, the newspaper
Please complete your transaction by obtaining information from the announcement or tender authority).

24.3. In cases where the tender price cannot be determined, the amount of provisional guarantee:TL.
(.....) is.

24.4. Bids that are not accompanied by an acceptable provisional guarantee will not meet the required participation conditions.
will be excluded from evaluation due to lack of availability .

24.5. Provisional letters of guarantee to be submitted through the bank **must include the following points** , as in the provisional
letter of guarantee sample submitted as an annex to the tender file .

24.5.1. The name,  surname and, if any, trade name of the participant holding the letter of guarantee shall be clearly stated.
should be written,

24.5.2. The closing date, number and subject of the tender must be clearly written,

24.5.3. The currency must be clearly stated, the amount of collateral must be written clearly in numbers and words, and
there must be no scrapings, erasures or corrections.

24.5.4. The maturity date (start and end) of the guarantee must be clearly written as date and period, and if the maturity
date falls on an official holiday, the letter of guarantee must contain the phrase "the maturity date shall be the first
business day following the holiday" in order to be valid and appropriate.

24.5.5. The letter of guarantee must be signed by authorized persons by writing their name, surname and title and
must be sealed with the official seal of the relevant bank from which the letter of guarantee was received.

24.6. The provisional guarantee letter must be issued in the name of the Central Tender Commission.



25. Values to be Accepted as Collateral.

25.1. The values to be accepted as collateral are listed below:

25.1.1. A receipt to be received for a check or money to be deposited into the Revenue Account of the Revenue and Tax
Department of the Turkish Republic of Northern Cyprus Ministry of Finance,

25.1.2. Receivables from banks established under the Banking Law No. 62/2017
bank letter of guarantee,

25.1.3. Letters of guarantee received from banks other than the Turkish Republic of Northern Cyprus, provided that a
counter-guarantee is obtained from banks under the supervision and control of the TRNC Central Bank,

25.1.4. Other assets to be declared as deemed appropriate by the contracting authority.

25.2. In case of issuance of a bank letter of guarantee, the scope and form of this letter must comply with the principles and
standard forms determined by the central tender commission. Letters of guarantee issued in violation of these principles
and standard forms will not be accepted as valid.

25.3. Guarantees may be exchanged for other values accepted as collateral.

25.4. In any case, the guarantees received by the administration cannot be seized and cannot be subject to precautionary measures.
no precautions can be taken.

26. Return of Provisional Security

26.1. Within **7 (seven) business days** from the date of the decision, except for the participant who won the tender.
It is returned with the approval of the Tender Commission Presidency.

26.2. The temporary guarantee of the participant who won the tender will be returned upon presentation of the required final guarantee
and signing the contract.

Kısım 4

EVALUATION OF THE PROPOSALS AND REGARDING THE CONTRACT ISSUES

27. Receiving and Opening of Offers

27.1. Bids will be placed in the bid box of the Central Tender Commission until the tender time specified in **Article 3.1** of this specification.

27.2. The following procedure is applied by the tender committee in receiving and opening bids:

27.2.1. The tender shall start at the tender time specified in this specification by the tender committee and the number of bids submitted until this time shall be recorded in a report and announced to those present.

27.2.2. The tender committee examines the bid envelopes in the order they are received. During this examination, the name, surname or trade name of the participant, the notification address, the job to which the bid belongs, the tender administration's address and whether the sealed part of the envelope is signed and sealed by the participant are checked. Envelopes that do not comply with these issues are determined in a report and are not evaluated.

27.2.3. The envelopes subject to the tender are opened in the order of receipt in front of the participants and those present. It is checked whether the documents of the participants are complete and whether their offer letters and provisional guarantees are in accordance with the procedure. Participants whose documents are missing or whose offer letters and provisional guarantees are not in accordance with the procedure their offers are determined by a report and deemed invalid and cancelled without being read.

27.2.4. Participants with complete documents and bids and provisional guarantees in accordance with the procedure and bid prices are announced. The minutes prepared regarding these transactions are signed by the tender committee.

27.2.5. The session is closed for the bids to be evaluated by the tender committee.

28. Evaluation of Offers

28.1. Evaluation and comparison of offers are carried out by tender committees in closed meetings.

28.2. A bid that has not been opened at the public bid opening meeting cannot be subject to examination, evaluation and comparison at closed meetings.

28.3. Bids are evaluated only by applying the criteria published in the tender documents and tender announcement.

28.4. Tender committees may use the requested explanations or additions to the documents to make certain cannot create advantages in favor of economic enterprises.

28.5. In the evaluation of the offers, it is decided that the offers with missing documents or the offers whose provisional guarantees are not in accordance with the procedure will be excluded from the evaluation.

28.6. If the documents that must be submitted according to the tender announcement or specifications and any of the annexes that must be added to these documents in accordance with the relevant legislation are not submitted by the participants, these missing documents and annexes will not be completed.

28.7. Tender committees start their evaluation of the tender results after determining the bids with complete tender documents and annexes and with proper provisional guarantees.

28.8. Tender committees shall determine the qualification criteria that determine the capacity of the tender participants to carry out the work subject to the tender and whether the offers comply with the conditions specified in the tender documents.

and disregards any proposals that are determined to be inappropriate in accordance with this law.

28.9. In case of arithmetic errors in the bids, the arithmetic errors are corrected ex officio by the tender committees, provided that the unit prices presented in the bid are taken as basis. The bid value found as a result of the correction made is accepted as the main bid of the tender participant and this situation is notified to the relevant tender participant in writing as soon as possible.

28.10. Tender participants shall notify the tender committees in writing within 3 (three) business days following the date of notification whether they accept the corrected offer or not. If the tender participant does not notify that they do not accept the corrected offer within 3 (three) business days or does not give any response within this period, the said offer will be excluded from evaluation and the tender participant's temporary guarantee will be recorded as income.

28.11. Tender commission members who do not agree with the evaluation of the bids shall state their opinions in writing and such opinions shall be added to the minutes of bid review, evaluation and comparison.

28.12. Tender committees prepare a report on the public tender process based on the minutes of tender examination, evaluation and comparison and submit it to the responsible person or the authorized unit of the tendering authority with a recommendation for the selection of the most suitable tender. The tender examination, evaluation and comparison process is kept confidential until the publication of the announcement indicating to whom the tender was awarded.

29. Evaluation of Domestic Production

29.1. If the materials manufactured in the TRNC comply with the specifications, protection will be provided for the price difference of the offers up to 20% according to the decision of the Council of Ministers E-1586-2000. However, in order to benefit from this application, it is required to submit the approved form (Domestic Production Certificate) from the Industry Department Directorate together with their offers.

29.2. In order to benefit from the domestic production priority specified in Article 15(3) of the Public Procurement Law, a domestic production certificate approved by the industrial department for products of TRNC origin must be submitted in the bid file.

30. Evaluation of Extremely Low Bids

30.1. If it is determined that a bid submitted for a public tender is excessively low (25% (twenty-five percent) or more below the total estimated value) in relation to the subject of the tender in question, the tender committees may request in writing that the important elements related to the parts of the bid that are deemed appropriate be detailed before rejecting the bid in question.

These details relate to the following:

30.1.1. Proposed manufacturing process or economics;

30.1.2. Favorable conditions for the tender participant;

30.1.3. Originality of the goods proposed by the tender participant;

30.1.4. Compliance with the provisions regarding employment security and working conditions in force at the place where the tender will be carried out;

30.1.5. The possibility of the tender participant receiving state aid.

30.2. The tender committees, in consultation with the tender participant and taking into account the submitted documents, confirm the elements in paragraph (1) above. If the tender evaluation committee determines that the bid is excessively low due to the bidder receiving state aid and the bidder fails to prove that he has legally received such aid within the sufficient period given by the tender committees, the bid shall be rejected on this ground.

31. Requesting Participants to Clarify Their Proposals

31.1. Upon the request of the tender commission, the administration may request information from the participants regarding unclear issues in order to benefit from the examination, comparison and evaluation of the offers.
may ask for an explanation.

31.2. This explanation **cannot be requested in any way to change the bid price or to make bids that do not comply with the criteria set forth in the tender documents suitable, and cannot be used in a way that will lead to this result.**

31.3. The participant shall respond in writing to the administration's request for a written explanation.

32. Rejection of All Bids and Cancellation of the Tender

32.1. Tender committees shall notify the tender committee after the deadline for submission of offers has expired and the tender after opening the envelopes;

32.1.1. No offer was submitted and/or no acceptable offer was submitted.
in,

32.1.2. The number of participants in the procedures for awarding the tender in accordance with the Public Procurement Law
If the number is less than the specified minimum,

32.1.3. All prices offered are in accordance with the planned or reserved prices for the relevant public tender.
If the tender exceeds the resources, it may cancel the tender.

33. Procedure for Award of Tender

33.1. In determining the most suitable offer, the rules of the Public Procurement Law will be followed.

33.2. This tender shall be made in a manner not to exceed the estimated tender value determined for the tender.

The tender is awarded to the most financially suitable bid that meets the requirements of the specifications.

In order to be connected, the tender will be evaluated according to the lowest price criterion and the tender will be awarded accordingly.

34. Finalization of the Tender

34.1. As a result of the evaluation, the tender commission awards the tender to the bid that meets the criteria in the specifications among the valid bids.

35. Notification of Tender Decision

35.1. Tender committees shall inform the tender participant who won the tender in writing within 3 (three) working days from the date of receipt of the tender decision, stating the reason for the said decision.

35.2. Tender committees shall inform the tender participants who were excluded from the tender in writing about the reasons for the rejection of their bids within 3 (three) working days after the tender decision is taken.

36. Invitation to the Convention

36.1. At the latest 3 (three) working days from the date of notification of the tender decision to the tender authority.
The participant is notified within and invited to sign the contract.

36.2. The participant shall submit the final guarantee within **5 (five) business days** at the latest from the date of notification.
submits his letter to the tendering authority.

36.3. The participant must submit the original of the final guarantee receipt or bank final guarantee letter to the tender authority.

36.4. As a result of the tender, the contract will be signed based on the total amount found by multiplying the quantity of each work item in the schedule prepared by the Administration and the unit prices offered by the Contractor for these work items.

36.5. All specifications, addendums made in connection with them and all projects must be added to the contract.

37. Final Guarantee

37.1. Before signing the contract, the participant who won the tender will be asked to pay the contract price.
A final guarantee of **5%** is taken.

37.2. The definitive guarantee period is at least 10 working days more than the total of the contract and guarantee period.
will be.

38. Participant's Duties and Responsibilities in Making a Contract

38.1. If it is determined that the successful bidder has made a false declaration regarding subparagraphs (c), (d), (e), (f) and (g) of paragraph 1 of article 9 of this specification, or if the documents proving the situation undertaken by the successful bidder are not submitted to the tendering authority by the bidder within the period specified in article 9.2 of the specification before the decision is made, the bid shall be deemed to be null and void, the bidder shall be excluded from the tender and the provisional guarantee shall be recorded as income. In such a case, the decision shall be notified to the bidder who submitted the second most suitable bid and the same procedure shall be applied to this bidder.

39. Cancellation of Tender Decision

39.1. If the winning natural or legal persons do not deposit a definitive guarantee and do not sign a contract within the period specified in the Public Procurement Law after the tender decision, the provisional guarantee shall be recorded as income to the Treasury and the tender decision shall be cancelled and a new tender shall be held.

40. Duties and responsibilities of the contracting authority in the execution of the contract

40.1. If the contracting authority fails to fulfil its obligation regarding the conclusion of the contract, the contractor may renounce its commitment, provided that it notifies the contracting authority of the situation with a 10-day notice to a certification officer operating in the TRNC , **within 5 (five) days at the latest** following the end of the periods specified in the Public Procurement Law.

40.2. In this case, the provisional guarantee will be returned and the contractor will not be responsible for the guarantee.
may request payment of documented expenses.

41. Binding of the Tender to the Contract

41.1. The contract prepared by the contracting authority in accordance with the conditions included in the tender documents is signed by the contracting authority and the participant, and a copy of the contract approved by the contracting authority is given to the contractor.

41.2. On the date of signing the contract, it is mandatory to confirm whether the participant with whom the contract will be signed is prohibited from participating in tenders by sending the tender result information to the Central Tender Commission before signing the contract.

41.3. All taxes, duties and charges related to the signing of the contract and other contract expenses are the responsibility of the participant.



IMPLEMENTATION OF THE CONTRACT

42. Matters Relating to the Implementation of the Agreement

42.1. Place and conditions of payment,

42.2. Delivery date of the goods,

42.3. Circumstances and conditions under which a time extension may be granted,

42.4. Penalties and termination of the contract,

42.5. Conditions regarding audit, inspection and acceptance procedures.

42.6. Method of resolving disputes.

Kısım **6** **OTHER MATTERS**

43. Price Difference Application

43.1. The price difference will not be calculated or paid during or after the implementation of the contract for the work subject to the tender.

44. Unclear Matters

44.1. In case of any unclear issues in this specification and other tender documents or issues that are contrary to the Public Procurement Law and the Regulations issued under this Law, the relevant rules of the Public Procurement Law and the Regulations issued under this Law shall apply.

45. Cases That Do Not Have Any Effect

45.1. In cases where there is no provision in this specification and other tender documents, the provisions of the Public Procurement Law and the Regulations made under this Law shall apply, depending on the relevant situation.

46. Special Considerations

The "Special Considerations" in this tender are specified in the "Special Considerations" section in Annex-1 of this Specification.