**MINUTES No. 2018/39-2**

**The meeting of the procurement committee for consideration of bids at the selection stage of the public request for proposals for the right to conclude a contract the rendering services of informational support in Egypt for 2019**

Dubai date of signing «11» December 2018

The procurement is being held in accordance with Rosatom Procurement Standard (Procurement Regulations), as amended by Resolution of the Supervisory Board of Rosatom State Corporation (Minutes dated 23rd of June No. 105).

**Information about procurement:**

**The Customer acting as Procurement Organizer:**Rosatom Middle East and North Africa FZ LLC.

**Form and method of procurement procedure:** public one stage request for proposals without pre-qualification selection.

**Subject matter of the** **procurement:** the right to conclude a contract for the rendering services of informational support in Egypt for the period 2019.

**Subject matter of the contract:** rendering services of informational support in Egypt for the period 2019.

**The initial (maximum) contract price:** 226 062,00 EUR including VAT.

**Time frames for provision services:** 12 calendar months from the date of the contract’s conclusion.

**Place of provision of services:** in accordance with the Part 3 “Draft Contract” of Volume 1 of the Procurement Documentation.

**Contents and scope of services:** all necessary information is given in Volume 2 of the procurement documentation.

The public notice about request for proposals and procurement documentation were published on «01» of November 2018 on the Internet on the official website  [http://zakupki.rosatom.ru/](%20http://zakupki.rosatom.ru/) (№ 181101/5534/080) and on the regional website <https://rosatom-mena.com/suppliers/procurement/ongoing-procurement/>.

The meeting of the Procurement Committee is being held at 12:00 (local time) on «11» of December 2018 at the address: Office 1108A, Business Central Towers, DIC, Dubai, UAE, P/O 500705.

The meeting is held in the presence of 6 of 7 members of the procurement committee. The quorum is present.

1. According to the minutes of opening of envelops with bids №2018-39-1 of November 19, 2018 totally were submitted envelops with bids by the following bidders:

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| --- | --- | --- | --- |
| № as per envelops register | Name of participant of public request for proposals | Registered and actual address of participant of public request for proposals | Price of bid proposed by participant of public request for proposals;  Date and time of submission the bid |
| 1 | 4PR Group | Legal address: Bldg 41, St. 269, New Maadi, Cairo, Egypt  Actual address: Bldg 4, St. 258, New Maadi, Cairo, Egypt | Price of the bid:  208 080.00 EUR |
| Date and time of submission the bid:  «14» November 2018  14:35 |
| 2 | Transitional Markets Consultancy LLP | Legal and actual address:  Hamilton House, Mabledon Place, London, WC1H 9BB, United Kingdom | Price of the bid:  180 000.00 EUR |
| Date and time of submission the bid:  «15» November 2018  12:45 |
| 3 | TRACCS PR LLC | Legal and actual address:  12/14 El Nerges St. (formerly Thawra), Dokki, Cairo, Egypt | Price of the bid:  226 050.00 EUR |
| Date and time of submission the bid:  «15» November 2018  15:45 |
| 4 | Imars Media LLC | Legal and actual Address:  105082, Moscow, Friedrich Engels str., h. 75/11, office 607 | Price of the bid:  198 805.00 EUR |
| Date and time of submission the bid:  «19» November 2018  9:30 |

1. Based on the results of consideration of bids for participation in the public request for proposals at the selection stage, the procurement committee adopted the following decisions:
   1. Deny admission to further participation in the public request for proposals to the following bidders of the request for proposals who submitted bids:
      1. Imars Media LLC on the basis of paragraph (e) of clause 8.3 of Part 1 of Annex 12 of the Rosatom Procurement Standard (Procurement Regulations) and paragraph (e) of clause 9.3 of Part 2 of Volume 1 of the Procurement documentation, namely:

* Inconsistency of the order and terms of providing bid security for the bid for participation in the purchase with the requirements of clause 11) of the notice of the procurement and paragraph 11) of Part 1 of Volume 1 of the procurement documentation regarding the provision of the bid security for participating in the purchase.

The Imars Media LLC bid includes a payment order confirming the provision of bid security for the amount specified in clause 11) of Section 1 of Part 1 of Volume 1 of the Procurement Documentation. At the same time, money was not received to the settlement account of the procurement organizer.

On the basis of Clause 7.2 of Section 1 of Appendix 12 to the RPMS and Clause 8.2. Part 2 of Volume 1 of the Procurement Documentation, the bid of Imars Media LLC for compliance with other selection criteria was not considered.

* + 1. 4PR Group on the basis of clause 6.6 of Part 3 of Annex 12 of the Rosatom Procurement Standard (Procurement Regulations) and clause 6.5 of Part 2 of Volume 1 of the Procurement documentation, due to the fact that the procurement bid is not stitched in accordance with the procedure specified in clause 5.10 of Part 3 of Annex 12 of the Rosatom Procurement Standard (Procurement Regulations) and clause 5.10 of Part 2 of Volume 1 of the Procurement documentation.
    2. TRACCS PR LLC on the basis of clause 6.6 of Part 3 of Annex 12 of the Rosatom Procurement Standard (Procurement Regulations) and clause 6.5 of Part 2 of Volume 1 of the Procurement documentation due to the fact that the procurement bid is not stitched in accordance with the procedure specified in clause 5.10 of Part 3 of Annex 12 of the Rosatom Procurement Standard (Procurement Regulations) and clause 5.10 of Part 2 of Volume 1 of the Procurement documentation.
  1. On the basis of clause 7.5 of Part 1 of Annex 12 of the Rosatom Procurement Standard (RPMS) and clause 8.5 of Part 2 of Volume 1 of the Procurement documentation:
     1. To send to the procurement bidder Transitional Markets Consultancy LLP a request for missing documents.
  2. To extend of the term of consideration of the bids at the selection stage and evaluation
     1. the selection stage: no later than till December 18, 2018.
     2. The evaluation stage: no later than till December 25, 2018.