



## **CORRIGENDUM No. 1**

**to the**

**Contract Notice**

**pertaining to the tender no.**

**KSCR/PROC/2023-2025/1240**

**Framework Contract for the supply of External Printing and Reproduction  
to the Kosovo Specialist Chambers (KSC), The Hague, The Netherlands**

**Contract Notice - 15. Selection criteria (Criteria 3)**

*Instead of:*

- 3) **Technical capacity of tenderer** (based on items 6 of the tender form). The reference period which will be taken into account will be the last five years preceding the submission deadline.

Criteria for legal and natural persons:

- 1- The tenderer has supplied ~~office furniture (refurbished and/or new)~~ under at least 1 contract with a budget of at least 30,000.00 Euros, at any time during the 5 years immediately preceding the deadline for submission of bids.

*Read:*

- 3) **Technical capacity of tenderer** (based on items 6 of the tender form). The reference period which will be taken into account will be the last five years preceding the submission deadline.

Criteria for legal and natural persons:

- 1- The tenderer has supplied **the products covered by the contract for which this tender is being made**, under at least 1 contract with a budget of at least 30,000.00 Euros, at any time during the 5 years immediately preceding the deadline for submission of bids.

**Change above have been incorporated in the revised version of the Contract Notice that is attached to this Corrigendum.**

All other terms and conditions of the tender dossier remain unchanged. The above alterations and/or corrections to the contract notice are integral part of the tender dossier.



KOSOVO SPECIALIST CHAMBERS  
DHOMAT E SPECIALIZUARA TË KOSOVËS  
SPECIJALIZOVANA VEÇA KOSOVA

## **FRAMEWORK SUPPLY CONTRACT NOTICE**

### **KSCR/PROC/2025-2027/1240 – Framework Contract for the supply of External Printing and Reproduction to the Kosovo Specialist Chambers (KSC), The Hague, The Netherlands**

The financing decisions of the Contracting Authority (the Kosovo Specialist Chambers (KSC)) are generally adopted on a bi-annual basis and run from 15 June through 14 June. The current financing decision of the Contracting Authority runs for two years, starting on 15 June 2025 and ending on 14 June 2027.

Please note that any contract resulting from this tender procedure whereby continuation of such contract is foreseen to continue beyond 14 June 2027, as well as beyond the same calendar day 14 June of the two years thereafter in case of any contract renewals, will be subject to the condition of the prior adoption of a financing decision and the prior conclusion of a financing agreement, which does not modify the elements of the procurement procedure under which the contract was awarded (this will be the case, for instance, if the budget initially foreseen is different or if the timeframe, the nature or the condition of the implementation are altered). If the precedent condition is not met, the contract shall be suspended with immediate effect and should the period of suspension exceed 90 days, the contract will automatically terminate without the Contractor being entitled to claim any compensation.

#### **1. Reference**

KSCR/PROC/2025-2027/1240 – Framework Contract for the supply of External Printing and Reproduction to the Kosovo Specialist Chambers (KSC)

#### **2. Procedure**

Local Open Procedure

#### **3. Programme title**

Kosovo Specialist Chambers: Support to re-located judicial proceedings within a Member State under the mandate of EULEX Kosovo.

#### **4. Financing**

EU Grant Contract CFSP/2025/05 Kosovo Specialist Chambers

#### **5. Contracting authority**

Kosovo Specialist Chambers

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## CONTRACT SPECIFICATION

### 6. Nature of contract

Unit-price

### 7. Contract description

This four-year Framework contract is for the supply of External Printing and Reproduction to the premises of the Kosovo Specialist Chambers in The Hague, The Netherlands.

### 8. Number and titles of lots

This contract is divided into lots: **no**

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## CONDITIONS OF PARTICIPATION

### 9. Legal basis, eligibility and rules of origin

The legal basis of this procedure is:

- Council Decision (CFSP)2023/1095;
- EU Grant Contract CFSP/2025/05 Kosovo Specialist Chambers;
- Article 4 Kosovo Law No.05/L-053;
- Article 6 Agreement between the Kingdom of The Netherlands and the Republic of Kosovo concerning the Hosting of the Kosovo Relocated Specialist Judicial Institution in The Netherlands (Art. 4 of the related Interim Agreement).

Participation is open to all natural and legal persons (participating either individually, or in a grouping – consortium – of tenderers) without limitation.

No rule (of limitation) of origin shall apply for any supplies purchased.

### 10. Number of tenders

No more than one tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

### 11. Grounds for exclusion

As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.4.2.1. of the practical guide. Where the tenderer intends to rely on capacity providing entities or subcontractor(s), he/she must provide the same declaration signed by this/these entity(ies).

Tenderer included in the lists of EU restrictive measures<sup>1</sup> (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

## 12. Sub-contracting

Subcontracting is allowed.

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## PROVISIONAL TIMETABLE

### 13. Provisional commencement date of the contract

The contract enters into force on the day on which the last party signs the contract.

### 14. Implementation period of the tasks

Any contract resulting from this tender procedure will take the form of a Framework Contract and its implementation will be done through Order Forms.

The period of implementation of each Order Form shall correspond to the timelines specified therein.

Any contract resulting from this tender procedure will be concluded for an **initial period of 1 year** starting from the date of its signature by both the Contracting Authority and the Contractor.

Such contract shall then be **renewed automatically up to 3 times – each time for a period of maximum 12 months each, bringing the total maximum duration of the contract to 4 years** – under the same terms and conditions, unless written notification to the contrary is sent by one of the parties and received by the other 2 months prior to the expiry of the initial period or any subsequent renewal thereof.

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## SELECTION AND AWARD CRITERIA

### 15. Selection criteria

Capacity-providing entities

An economic operator (i.e. candidate or tenderer) may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links it has with them. If the economic operator relies on other entities, it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment by those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality as the economic operator relying on them and must comply with the selection criteria for which the economic operator relies on them. **Furthermore, the data for this third entity for the relevant selection criterion should be included in a separate document.** Proof of the capacity will also have to be provided when requested by the contracting authority.

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<sup>1</sup> Please note that the EU Official Journal contains the official list of entities subject to restrictive measures and, in case of conflict, it prevails over the list of the [EU Sanctions Map](#).

With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the tasks for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the economic operator relies, become jointly and severally liable for the performance of the contract

The following selection criteria will be applied to the tenderers. **In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise.** The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

The tenderer shall not use previous experience which caused breach of contract and termination by a contracting authority as a reference for selection criteria.

**1) Economic and financial capacity of the tenderer** (based on item 3 of the tender form). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be **the last three financial years for which accounts have been closed.**

- 1- The average annual turnover over the last 3 accounting years for which the tenderer's accounts have been closed must be equal to or exceed 30,000.00 Euros. The table under point 3 of the tender form, if duly filed in, will be accepted as a satisfactory proof of compliance with this requirement.; and
- 2- Current ratio (current assets/current liabilities) in the last year for which accounts have been closed must be at least 1. In case of a consortium this criterion must be fulfilled by each member.

**2) Professional capacity of the tenderer** (based on items 4 and 5 of the tender form).

- 1- The tenderer is duly registered, licensed or otherwise empowered (by the competent body of the country where its head office is located) to sell the products covered by the contract for which this tender is being made. An excerpt of the tenderer's registration with the Chamber of Commerce (Uittreksel KvK), or an equivalent document, will be accepted as a satisfactory proof of compliance with this requirement; and
- 2- At least 3 persons currently work as a full-time employees for the tenderer in fields related to the contract for which this tender is being made. The table under point 4 of the tender form, if duly filed in, will be accepted as satisfactory proof of compliance with this requirement.

**3) Technical capacity of tenderer** (based on items 6 of the tender form). The reference period which will be taken into account will be the last five years preceding the submission deadline.

**Criteria for legal and natural persons:**

- 1- The tenderer has supplied the products covered by the contract for which this tender is being made, under at least 1 contract with a budget of at least 30,000.00 Euros, at any time during the 5 years immediately preceding the deadline for submission of bids.

This means that the contract the tenderer refers to could have been implemented at any time during the indicated period but it does not necessarily have to be completed during that period, nor implemented during the entire period. Tenderers are allowed to refer either to supply contracts

completed within the reference period (although started earlier) or to supply contracts partially implemented during, but not yet completed within the reference period. Only the part completed during the reference period will be taken into consideration. This part will have to be supported by documentary evidence (approval of report or deliverable, proof of payment, statement or certificate from the entity which awarded the contract) also detailing its value. If a tenderer has implemented the supply contract in a consortium, the percentage that the tenderer has successfully completed must be clear from the documentary evidence (such as consortium agreement and bank transfers between consortium members), together with a description of the nature of the supplies provided.

#### **16. Award criteria**

Price.

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## **TENDERING**

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

The deadline for submission of tenders is specified in point 10 of the instruction to tenderers.

#### **18. Tender format and details to be provided**

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template provided in the tender dossier

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

#### **19. How tenders may be submitted**

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 10 of the instruction to tenderers.

Tenders submitted by any other means will not be considered.

By submitting a tender, tenderers accept to receive notification of the outcome of the procedure by electronic means.

#### **20. Alteration or withdrawal of tenders**

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 15 of the instructions to tenderers.

#### **21. Operational language**

All written communications for this tender procedure and contract must be in English.

## **22. Additional information**

Financial data to be provided by the candidate in the standard application form must be expressed in EUR. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR shall be made in accordance with the InforEuro exchange rate of July 2025 of the applicable InforEuro exchange rate, which can either correspond to the month and year of the publication of the present contract notice or the month and year corresponding to the deadline for submitting applications, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.

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