


**Atklāta konkursa "Darbinieku atlases pakalpojumi (Baltijas valstis – Latvija, Lietuva, Igaunija)",
identifikācijas numurs: RBR 2018/29**

**Open competition "Recruitment Services (Baltic states – Latvia, Lithuania, Estonia)", identification number:
RBR 2018/29**

Ziņojums /Report

Rīgā	2019.gada 19.februārī	Rīga	19 February 2019
Pasūtītājs: Akciju sabiedrība RB Rail AS, reģistrācijas numurs: 40103845025, juridiskā adrese: Krišjāņa Valdemāra iela 8-7, Rīga, LV-1010, Latvija.		Contracting authority: Joint stock company RB Rail AS, registration number 40103845025, registered address: Krišjāņa Valdemāra iela 8-7, Riga, LV-1010, Latvia.	
Iepirkuma procedūra un identifikācijas numurs: atklāts konkurss "Darbinieku atlases pakalpojumi (Baltijas valstis – Latvija, Lietuva, Igaunija)", identifikācijas numurs: RBR 2018/29 (turpmāk – Iepirkums).		Procurement procedure and identification number: open competition "Recruitment Services (Baltic states – Latvia, Lithuania, Estonia)", identification number: RBR 2018/29 (hereinafter – Procurement).	
Datums, kad paziņojums par līgumu publicēts Iepirkumu uzraudzības biroja tīmekļvietnē: 2019.gada 8.janvārī.		Notice publication date at website of Procurement Monitoring Bureau: 8 January 2019.	
Iepirkuma komisija: tās sastāvs apstiprināts ar RB Rail AS valdes 2018. gada 6.decembra rīkojumu Nr.11/2018-72 šādā sastāvā:		Procurement commission: composition of which has been approved by the Management Board of RB Rail AS with order No 11/2018-72 dated 6 December 2018, consisting of:	
Iepirkuma komisijas priekšsēdētāja L.Kalniņa – Iepirkumu speciāliste - juriste; Iepirkuma komisijas priekšsēdētājas vietniece - V.Vītola – Administrācijas un personāla vadītāja; Iepirkuma komisijas locekle V.Kļaviņa – Iepirkumu speciāliste-juriste; Iepirkuma komisijas sekretāre (bez balsstiesībām) R. Grigāne – Jaunākā Iepirkumu speciāliste.		Procurement commission chairperson L.Kalniņa – Procurement Specialist - lawyer; Procurement commission vice-chairperson V.Vītola – Head of Administration and HR; Procurement commission member V.Kļaviņa – Procurement Specialist-lawyer; Procurement commission secretary (with no voting rights) R. Grigāne – Junior Procurement Specialist.	
Pretendentiem noteiktās kvalifikācijas prasības: noteiktas atklāta konkursa "Darbinieku atlases pakalpojumi (Baltijas valstis – Latvija, Lietuva, Igaunija)" nolikumā.		Qualification requirements for the Tenderers: stipulated in regulations of the open competition "Recruitment Services (Baltic states – Latvia, Lithuania)".	
Piedāvājuma izvēles kritērijs: saimnieciski visizdevīgākais piedāvājums.		Selection criteria: the most economically advantageous proposal.	
Piedāvājumu iesniegšanas termiņš: 2019. gada 29. janvāris, līdz plkst. 15:00.		Submission date of Proposals: 29 January 2019, till 15:00.	
Piedāvājumu atvēršanas vieta, datums un laiks: 2019.gada 29. janvāris, plkst. 15:00, E-Iepirkumu sistēmā.		Place, date and time of the opening of Proposal: 29 January 2019, 15:00 at E-Tenders system.	
Iesniegtie piedāvājumi un piedāvātās līgumcenas:		Proposals submitted and the proposed prices:	

Pakalpojums	„CVO Recruitment Latvia” SIA Vienības izmaksas EUR bez PVN)	„IG Konsultācijas” SIA Vienības izmaksas EUR bez PVN)	Services	„CVO Recruitment Latvia” SIA Vienības izmaksas EUR bez PVN)	„IG Konsultācijas” SIA Vienības izmaksas EUR bez PVN)
P1	4000,00	2510,00	P1	4000,00	2510,00
P2	6000,00	3410,00	P2	6000,00	3410,00
P3	8000,00	4499,00	P3	8000,00	4499,00
Pakalpojums	„CVO Recruitment Latvia” SIA (Cost EUR, excl.VAT)	„IG Konsultācijas” SIA (Cost EUR.excl.VAT)	Services	„CVO Recruitment Latvia” SIA (Cost EUR, excl.VAT)	„IG Konsultācijas” SIA (Cost EUR.excl.VAT)
Stundas tarifa likme par konsultāciju sniegšanu par darbinieku savstarpējām attiecībām	50,00	17,00	Hourly rate for consultations on employee relations:	50,00	17,00
40 stundas	2000,00	680,00	40 hours	2000,00	680,00
Pretendents, ar kuru tiks slēgts līgums, un pamatojums lēmumam piešķirt līguma slēgšanas tiesības: Ņemot vērā, ka pretendenta iesniegtais piedāvājums pilnībā atbilst visām iepirkuma nolikumā noteiktajām kvalifikācijas prasībām un ir saimnieciski visizdevīgākais piedāvājums, iepirkuma komisija pamatojoties uz iepirkuma nolikuma 20.7.1. un 22.1. punktu 2019. gada 15. februārī nolēma līguma slēgšanas tiesības piešķirt „CVO Recruitment Latvia” SIA par kopējo līguma summu EUR 82 000,00 (astoņdesmit divi tūkstoši <i>euro</i> , 00 centi) bez PVN.	The Tenderer awarded the contract rights and justification for the decision to award the contract rights: As proposal submitted by the tenderer met all qualification criteria described in the Procurement regulations and the tenderer has submitted the economically most advantageous proposal, Procurement commission in accordance with Section 20.7.1 and 22.1 of the Procurement regulations on 15 February 2019 decided to award the contract rights to partnership formed by „CVO Recruitment Latvia” SIA with total contract price EUR 82 000,00 (eighty-two thousand <i>euros</i> 00 cents) excluding VAT.				
Pretendenta piedāvātā pakalpojuma cena ir pamatota, samērīga un Pasūtītāja rīcībā esošajiem finanšu līdzekļiem atbilstoša. Iepirkuma nolikumā iekļautās prasības ir pamatotas un samērīgas, iepirkuma priekšmetam un Publisko iepirkumu likuma regulējumam atbilstošas.	Tenderers proposed price is completely justified, reasonable and suitable for the financial resources available for the Contracting authority. The requirements of the Procurement regulations are reasonable, proportionate and relevant to the subject matter of the Procurement and regulation of the Public Procurement Law.				
Izslēgtie pretendenti vai noraidītie piedāvājumi:	Excluded tenderers or rejected proposals:				
Iepirkuma komisija vērtējot pretendenta „IG Konsultācijas” SIA piedāvājumu konstatēja sekojošo, Pretendents „IG Konsultācijas” SIA, lai apliecinātu atbilstību Nolikuma 8.3.1.punktam ir iesniedzis	Procurement Commission evaluated the proposal of Tenderer „IG Konsultācijas” SIA found out the following, the Tenderer „IG Konsultācijas” SIA in order to certify compliance with Clause 8.3.1. of the				

<p>aizpildītu 7.pielikumu „Apstiprinājums par pretendenta finansiālo stāvokli”, kurā ir norādīts, ka pretendenta „IG Konsultācijas” SIA vidējais apgrozījums pēdējos 3 (trīs) finanšu gados 2016, 2017, 2018 ir 71 546,67 (septiņdesmit viens tūkstošis pieci simti sešdesmit septiņi euro un 67 centi).</p>	<p>Regulations has submitted Annex No 7 „Confirmation of Tenderers financial standing”, where states that the average within last three financial years 2016, 2017, 2018 is 71 546,67 EUR (seventy-one thousand five hundred sixty-seven euros and 67 cents).</p>
<p>Ņemot vērā to, ka pretendents „IG Konsultācijas” SIA neatbilst Nolikuma 8.3.1.punktam, iepirkuma komisija nolēma noraidīt pretendenta piedāvājumu un to tālāk nevērtēt.</p>	<p>Considering that the Tenderer „IG Konsultācijas” SIA does not comply with Clause 8.3.1 of Regulations, Procurement commission decided to reject Tenderer „IG Konsultācijas” SIA proposal and not to evaluate it.</p>
<p>Iepirkuma komisijas priekšsēdētāja Procurement commission chairperson</p>	 <p>L.Kalniņa</p>

Evaluation summary for open competition „Recruitment Services (Baltic states – Latvia, Lithuania, Estonia)”
(Id.No RBR 2018/29)

Selection of the most economically advantageous proposal (Evaluation summary)

No	Criteria	Maximum possible score (points)	Points assigned:		
			L.Kalniņa	V.Vitola	V.Kļaviņa
20.7.2	Financial Proposal	60	60	60	60
Total points for Financial Proposal:			60		
20.6.1.	Quality of the Technical Proposal , which will be evaluated in accordance with Section 20.6:	40			
1.	<p>Outstanding level of detail</p> <p>The Tenderer has produced a clear, structured and well-argued description of their technical proposal. It includes the necessary information as described in Section 20.3 and proposes application of in-depth candidate assessment methods. The Tenderer proposes an innovative approach to the recruitment process in line with the best industry practices.</p> <p>The technical proposal includes a clear description of the planned cooperation and communication with the Company as well as reporting process.</p>	40	40	40	40

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	The technical proposal provides clear description and evidence of the Tenderer's conformity to each of the requirements and their ability to perform all tasks contained within the role. Demonstrates professional ability and experience to provide search in the designated search area.				
2.	<p>Good level of detail</p> <p>The Tenderer has produced a clear, structured and reasonable description of their proposal, including the necessary information contained in Section 20.3 and provides adequate candidate assessment methods.</p> <p>The Tenderer has provided an overall description of the planned cooperation and communication with the Company.</p> <p>The technical proposal provides clear description and evidence of the Tenderer's conformity to each of the requirements and their ability to perform all tasks contained within the role. Demonstrates professional ability and experience to provide search in the designated search area.</p>	30			
3.	<p>Low level of detail</p> <p>The Tenderer description of technical proposal and proposed approach for working with the Contracting Authority in it is vague and unclear, but includes the necessary information contained in Section 20.3.</p> <p>The Tenderer has produced a minimum description of recruitment process without any</p>	20			

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	<p>details. Key milestones are described very general and time line consist of only few most important stages of recruitment process. Recruitment stages, channels and methods are only indicated but not described.</p> <p>There is no clear plan how communications with the Company will be carried out.</p>			
4.	<p>Insufficient' level of details</p> <p>The Tenderer has failed to produce sufficient information and evidence to demonstrate its understanding of the requirements of the Technical Specification.</p> <p>The Tenderers technical proposal doesn't include the necessary information contained in Section 20.3 or includes it partly fails to clearly describe the process, milestones and employed methods and methodology. There is no plan as to how communications with the Company will be carried out.</p> <p>If Tenderers technical proposal shall obtain Insufficient level of details proposal shall be considered as non-compliant and will be rejected.</p>	0		
Total:		100	100	100
Total points for quality of the Technical Proposal:		40 = (40+40+40)/3	3 - the number of the procurement commission members participated in the evaluation)	
Total points for quality of the Technical Proposal and for Financial Proposal:			40+60 = 100	

¹ Insufficient here and elsewhere means a description, which partly meets the required quality and performance set out in the Regulations in some areas but with some major issues negatively deviating from the Technical specification and very limited or no additional analysis or substantiation including by considering the tasks of this project.