

Atklāta konkursa "Vadošo darbinieku atlasē pakalpojumi", RBR 2020/2, 2.daļas

Open competition „Executive Search Services”, RBr 2020/2, 2 Part

ZIŅOJUMS / REPORT

Rīgā / Riga

2020.gada 9.aprīlī

9 April 2020

Pasūtītājs: RB Rail AS, reģistrācijas numurs: 40103845025, juridiskā adrese: Krišjāņa Valdemāra iela 8-7, Rīga, LV-1010, Latvija.

Contracting authority: RB Rail AS, registration number 40103845025, registered address: Krišjāņa Valdemāra iela 8-7, Riga, LV-1010, Latvia.

Iepirkuma procedūra un identifikācijas numurs: atklāts konkurss „Vadošo darbinieku atlasē pakalpojumi”, identifikācijas numurs: RBR 2020/2.

Procurement procedure and identification number: open competition “Executive Search Services”, identification number: RBR 2020/2.

Datums, kad paziņojums par līgumu publicēts iepirkumu uzraudzības biroja tīmekļvietnē: 2020.gada 21.februārī.

Contract notice publication date on website of Procurement Monitoring Bureau: 21 February 2020.

Datums, kad paziņojums par līgumu publicēts Eiropas Savienības Oficiālajā Vēstnesī: 2020.gada 24.februārī.

Contract notice publication date in the Official Journal of the European Union: 24 February 2020.

Iepirkuma komisija: tās sastāvs apstiprināts ar RB Rail AS valdes 2020.gada 6.februāra rīkojumu Nr. 1.9-2 šādā sastāvā:

Procurement commission: composition of which has been approved by the Management Board of RB Rail AS with order No 1.9-2 dated 6 February 2020, consisting of:

Iepirkuma komisijas priekšsēdētāja/sekretāre L.Kalniņa – iepirkumu speciāliste – juriste;
Iepirkuma komisijas priekšsēdētājas vietniece V.Vītola – HRM, IT and Administrācijas vadītāja;
Iepirkuma komisijas locekle B.Zauere – Vecākā juriste.

Procurement commission chairperson/secretary L.Kalniņa – Procurement Specialist – Lawyer;
Procurement commission vice-chairperson V.Vītola – Head of HRM, IT and Administration;
Procurement commission member B.Zauere – Senior Lawyer.

Pretendentiem noteiktās kvalifikācijas prasības: noteiktas atklāta konkursa „Vadošo darbinieku atlasē pakalpojumi” nolikumā.

Qualification requirements for the Tenderers: stipulated in regulations of the open competition “Executive Search Services”.

Piedāvājuma izvēles kritērijs: saimnieciski visizdevīgākais piedāvājums.

Selection criteria: the most economically advantageous proposal.

Piedāvājumu iesniegšanas termiņš: 2020. gada 23.martā, līdz plkst. 15:00.

Submission date of Proposals: 23 March 2020, till 15:00.

lesniegtie piedāvājumi un piedāvātās līgumcenas:

Proposals submitted and the proposed prices:

lesniegti trīs (3) piedāvājumi iepirkuma priekšmeta 2.daļā:

Submitted three (3) proposals in the Part No 2:

Nr.	Pretendents	Finanšu piedāvājums par Valdes locekli / Finanšu direktors (EUR bez PVN):
1.	SIA „Pedersen & Partners”	40 000,00
2.	Piegādātāju apvienība, kura sastāv no SIA „Human Source” un SIA „O.D.A.”	62 000,00
3.	Piegādātāju apvienība, kura sastāv no SIA „ARISTA Executive Search Latvia” un OŪ „Arista HRS”	16 000,00

No.	Tenderer	Financial proposal for Member of the Management Board / Chief Financial Officer (EUR without VAT):
1.	SIA „Pedersen & Partners”	40 000,00
2.	Partnership consisting of SIA „Human Source” and SIA „O.D.A.”	62 000,00
3.	Partnership consisting of SIA „ARISTA Executive Search Latvia” and OŪ „Arista HRS”	16 000,00

Paredzētā piedāvājumu atvēršanas vieta, datums un laiks: Elektronisko iepirkumu sistēmas E-konkursu apakšsistēma, 2020. gada 23. marts, plkst. 15:00.

The planned place, date and time for the opening of Proposals: E-Tender subsystem of Electronic Procurement System, 23 March 2020, at 15:00.

Pretendents, ar kuru tiks slēgts līgums 2.daļā, un pamatojums lēmumam piešķirt līguma slēgšanas tiesības:

Pamatojoties uz Iepirkuma nolikuma 18.2. un 20.1. punktu, Iepirkuma komisija nolēma līguma slēgšanas tiesības Piegādātāju apvienībai, kura sastāv no SIA „ARISTA Executive Search Latvia” (Reģ. nr.40203075) un OŪ „Arista HRS” (Reģ. nr.11082018) par kopējo līguma summu EUR 75 000,00 (septiņdesmit pieci tūkstoši euro, nulle centi) bez PVN.

The Tenderer awarded the contract rights in the Part No 2 and justification for the decision to award the contract rights:

In accordance with Section 18.2 and 20.1 of the Procurement regulations Procurement commission decided to award the contract rights to Partnership consisting of SIA „ARISTA Executive Search Latvia” (Reg. No 40203075122) and OŪ „Arista HRS” (Reg. No 11082018) with total contract price EUR 75 000,00 (seventy-five thousand euros, zero cents) excluding VAT.

Pretendenta, ar kuru tiks slēgts līgums, piesaistītie apakšuzņēmēji un tiem nododamo darbu apraksts: nav.

Subcontractors of Tenderer awarded the contract rights and description of the services assigned to them: none.

Izslēgtie pretendenti vai noraidītie piedāvājumi iepirkuma priekšmeta 2.daļā:

Excluded tenderers or rejected proposals in the Part No 2:

Nav.

None.

Pielikumā izvērtējumu kopsavilkums uz seši (6) lapām. Enclosed evaluation summary on six (6) pages.

Iepirkuma komisijas priekšsēdētāja/sekretāre
Procurement commission chairperson/secretary

L.Kalniņa

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DOKUMENTS IR SPĒKĀ ESOŠS BEZ PARAKSTA*

**Evaluation summary for open competition „Executive Search Services” for Part No 2 „ Executive Search of Chief Financial Officer within
Baltic states – Latvia, Lithuania, Estonia”
(ID NO RBR 2020/2)**

1. CONTRACT AWARD CRITERIA (RELEVANT FOR BOTH PROCUREMENT PARTS)

- 1.1. The Proposal selection criterion is the most economically advantageous proposal according to the evaluation methodology described in this Section below.
- 1.2. The economically most advantageous proposal shall be Proposal which will receive the highest sum of scores for the following criteria:

No	Evaluation criteria	Maximal amount of points
1.	Financial proposal , which will be evaluated in accordance with Section 18.8 and 18.9 of the Regulations.	60
2.	Technical proposal , which will be evaluated in accordance with Section 18.7 of the Regulations.	40
Total:		100

- 1.3. When assessing the criterion „Technical proposal”, the Procurement commission shall consider Tenderer’s proposed approach to service provision. This description should be no longer than 8 (eight) pages and cover at least the following main chapters:
 - 1.3.1. Understanding requirements of the tender;
 - 1.3.2. Proposed methodology for carrying out services;
 - 1.3.3. Organization of the work, resources (including information about a team of specialists as considered necessary to carry out the required executive search services) and submission of the deliverables.
- 1.4. Technical proposals have to be submitted for each of the parts (Part No 1 and Part No 2) separately.
- 1.5. The Procurement Commission shall sum up the points for each Tenderer and the Contract shall be awarded to the Tenderer whose Proposal obtains the highest scores.

- 1.6. In case several Tenderers will obtain equal number of points, the procurement Commission will invite representatives of those Tenderers and organize a draw. In situation, when representatives of Tenderers choose to not be present at the draw, procurement commission will carry out the draw without representatives of Tenderers present.
- 1.7. **Evaluation of the quality of the Technical Proposal (relevant for both procurement parts)**
- 1.7.1. The Quality of the Technical Proposal will be evaluated against the following criteria:

No	Criteria	Points	SIA „Pedersen & Partners”	Partnership consisting of SIA „Arista Executive Search Latvia” and OÜ „Arista HRS”	Partnership consisting of SIA „Human Source” and SIA „O.D.A.”
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 18.3 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> <p>The Tenderer has provided a detailed timeline (Gantt Chart) for the implementation of the Executive search services with milestones and dates of deliverables clearly shown.</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</p>	40			

No	Criteria	Points	SIA „Pedersen & Partners”	Partnership consisting of SIA „Arista Executive Search Latvia” and OÜ „Arista HRS”	Partnership consisting of SIA „Human Source” and SIA „O.D.A.”
	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 18.3 and provides adequate candidate assessment methods.</p> <p>The Tenderer has provided a detailed timeline (Gantt Chart) for the implementation of the Executive search services with milestones and dates of deliverables clearly shown.</p> <p>The executive search proposal provides clear description and evidences of the Tenderers conformity to each of 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	<p>Procurement commission member 1 – 30 points;</p> <p>Procurement commission member 2 – 30 points;</p> <p>Procurement commission member 3- 30 points.</p>	<p>Procurement commission member 1 – 30 points;</p> <p>Procurement commission member 2 – 30 points;</p> <p>Procurement commission member 3- 30 points.</p>	<p>Procurement commission member 1 – 30 points;</p> <p>Procurement commission member 2 – 30 points;</p> <p>Procurement commission member 3- 30 points.</p>
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 18.3.</p>	20			

No	Criteria	Points	SIA „Pedersen & Partners”	Partnership consisting of SIA „Arista Executive Search Latvia” and OÜ „Arista HRS”	Partnership consisting of SIA „Human Source” and SIA „O.D.A.”
	<p>The Tenderer has produced a minimum description of executive search without any details. Key milestones are described very general and timeline consist of only few most important stages of executive search. 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>Insufficient¹ 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 18.3 or includes it partly fails to clearly describe the process, miles stones and employed methods and methodology. There is no plan as to how communications with the Company will be carried out.</p> <p>A detailed description of their conformity to each of the categories has not been provided and it is unclear if staff will be able to perform all tasks contained within a role.</p>	0			

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.

No	Criteria	Points	SIA „Pedersen & Partners”	Partnership consisting of SIA „Arista Executive Search Latvia” and OÜ „Arista HRS”	Partnership consisting of SIA „Human Source” and SIA „O.D.A.”
	If Tenderers technical proposal shall obtain Insufficient level of details proposal shall be considered as incompliant and will be rejected.				
	Total:	40	30	30	30

- 1.7.2. The Procurement Commission shall obtain the final score for each Technical Proposal in this criterion by summing up all points scored by the Procurement Commission members for the Technical Proposal in this criterion and dividing the sum with the number of members of the Procurement Commission which participated in the evaluation of the Technical Proposals. The result shall comprise the points for the Technical Proposal for the purposes of Section 18.3.
- 1.8. Evaluation of the Financial Proposal (relevant for procurement Part No. 2 „ **Executive Search of Chief Financial Officer within Baltic states – Latvia, Lithuania, Estonia**”)
- 1.8.1. The Proposal selection criterion is the most economically advantageous proposal, according to the evaluation methodology described in this Section below.
- 1.8.2. The economically most advantageous proposal shall be the Proposal which will receive the highest sum of scores for the following criteria:

No	Services	Maximal amount of points	Calculation methodology
1.	Member of the Management Board / Chief Financial Officer	60	$Points = \frac{\text{Lowest proposed price from the compliant proposals}}{\text{Tenderers proposed price}} \times 60$
Total		60	

1.8.3. The procurement commission shall estimate the final score for each financial proposal by summing up all points received for the financial proposal.

1.8.4. The Contract shall be awarded to the Tenderer whose Proposal receives the highest score.

Total Scoring for Financial Proposal

No	Service	Tenderers		
		SIA „Pedersen & Partners”	Partnership consisting of SIA „Arista Executive Search Latvia” and OÜ „Arista HRS”	Partnership consisting of SIA „Human Source” and SIA „O.D.A.”
1.	Member of the Management Board / Chief Financial Officer	16 000,00/40 000x60=24	16 000,00/16 000,00x60=60	16 000,00/62 000,00x60=15,48
TOTAL:		24	60	15,48
TOTAL FOR THE TECHNICAL PROPOSAL + FINANCIAL PROPOSAL		30+24=54	60+30=90	15,48+30=45,48

