**Invitation to consultation with suppliers**

**for**

**procurement**

“AUTODESK LICENSES FOR EMPLOYEES”

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| 1. | Contracting Authority | RB Rail AS. Satekles street 2b, LV-1052, Riga, Latvia |
| 2. | Contactperon | Anastasija Līduma Procurement specialist RB Rail AS. [Anastasija.liduma@railbaltica.org](mailto:Anastasija.liduma@railbaltica.org) |
| 3. | Legal basis for consultation with Suppliers | Section 2 of Article 18 of Public Procurement Law of Latvia which foresees the right of Contracting Authority to establish consultation with Suppliers in order to prepare procurement and inform Suppliers on procurement plan and requirements. |
| 4. | Subject-matter of procurement | Type of Procurement: Goods  Subject-matter of procurement: Subject matter of the Procurement is – provision of goods - Autodesk Flex Tokens (hereinafter referred to also as Goods) and administrative support for licensed use of Autodesk software. Autodesk Flex Tokens enables to access any Autodesk product made available for Autodesk Flex Tokens for a daily rate. Subject-matter of the Procurement is included in Annex No 2 “Technical specification” to the Regulations.  Term of the Agreement: 36 mēneši  CPV code: 48900000-7 (Miscellaneous software package and computer systems). |
| 5. | Purpose of the consultation | Inform the suppliers about the planned procurement and identify potential tenderer’s abilities to provide an offer corresponding to the procurement subject in accordance with the technical specification developed by the Contracting Authority |
| 6. | Time and place of consultation | Consultation shall happen in writing. Suppliers shall send their questions, comments and suggestions to e-mail: [**anastasija.liduma@railbaltica.org**](mailto:anastasija.liduma@railbaltica.org) **until October 8, 2024 17:00**  Suppliers, when sending information for consultation, should evaluate whether it is considered a commercial secret or confidential information, which should be indicated accordingly. |
| 7. | Questions to be discussed: | 1. Qualification requirements;  2.Contract award criteria;  3. Information specified in the technical specification. |
| 8. | Contract award criteria: | The economically most advantageous proposal in the Procurement shall be Proposal with the lowest total price for Table No 1 (price is the only evaluation criterion based on specific of procurement and section 4 of Article 51 of Public Procurement Law of Latvia), which complies with the requirements stipulated by the Regulations. |
| 9. | Documenting the consultation with Suppliers | The Contracting Authority will collect the information sent by the Suppliers after the deadline specified in section 6 of the invitation.  Information received from the consultation, including responses to questions (if any), will be documented in the preparation of report of the consultation.  The Contracting Authority issues the consultation report within 3 business days after the day of receiving the relevant request |
| 10. | Attached: | 1. Draft Regulations; 2. Draft Technical specification; |