

**RB Rail AS atklāta konkursa
"Personāla atlases pakalpojumi – Baltijas valstīs (Latvijā, Lietuvā, Igaunijā)"
identifikācijas numurs: RBR 2024/4,**

**RB Rail AS open competition
"Recruitment services – in the Baltic States (Latvia, Lithuania, Estonia)"
identification number: RBR 2024/4,**

ZIŅOJUMS / REPORT

Rīgā / In Riga

Dokumenta datums ir tā elektroniskās parakstīšanas datums

The date of the document is the date of its electronic signature

Pasūtītājs: RB Rail AS, reģistrācijas numurs: 40103845025, juridiskā adrese: Satekles iela 2B, Rīga, LV-1050, Latvija.

Contracting authority: RB Rail AS, registration number 40103845025, registered address: Satekles iela 2B, Riga, LV-1050, Latvia.

Iepirkuma procedūra un identifikācijas numurs: atklāts konkurss "Personāla atlases pakalpojumi – Baltijas valstīs (Latvijā, Lietuvā, Igaunijā)", identifikācijas numurs: RBR 2024/4.

Procurement procedure and identification number: the open competition "Recruitment services – in the Baltic States (Latvia, Lithuania, Estonia)", identification number: RBR 2024/4.

Līguma priekšmets: Personāla atlases pakalpojumi – Baltijas valstīs (Latvijā, Lietuvā, Igaunijā).

Subject-matter of the Contract: Recruitment services – in the Baltic States (Latvia, Lithuania, Estonia).

Datums, kad iepriekšējais informatīvais paziņojums publicēts iepirkumu uzraudzības biroja tīmekļvietnē un Eiropas Savienības Oficiālajā Vēstnesī:

2024. gada 16. maijs.

Paziņojuma Eiropas Savienības Oficiālajā Vēstnesī publikācijas numurs: 288952-2024.

The date when the previous information notice was published on website of Procurement Monitoring Bureau and Official Journal of the European Union:

16th May 2024.

Publication number of the notice in the Official Journal of the European Union: 288952-2024.

Datums, kad paziņojums par līgumu publicēts iepirkumu uzraudzības biroja tīmekļvietnē:

2024. gada 19. maijs.

Contract notice publication date on website of Procurement Monitoring Bureau:

19th May 2024.

Datums, kad paziņojums par līgumu publicēts Eiropas Savienības Oficiālajā Vēstnesī:

2024. gada 19. maijs (298058-2024).

Contract notice publication date in the Official Journal of the European Union:

19th May 2024 (298058-2024).

Datums, kad paziņojums par līgumu (*paziņojums par piedāvājuma iesniegšanas termiņa pagarinājumu*) publicēts iepirkumu uzraudzības biroja tīmekļvietnē:

2024. gada 20. jūnijs.

Contract notice publication date (*notice of extension of proposal submission deadline*) on website of Procurement Monitoring Bureau:

20th June 2024.

Datums, kad paziņojums par līgumu (*paziņojums par piedāvājuma iesniegšanas termiņa pagarinājumu*) publicēts Eiropas Savienības Oficiālajā Vēstnesī:

2024. gada 20. jūnijs (364700-2024).

Contract notice publication date (*notice of extension of proposal submission deadline*) in the Official Journal of the European Union:

20th June 2024 (364700-2024).

Iepirkuma komisija: tās sastāvs apstiprināts ar RB Rail AS valdes 2024. gada 17. aprīļa rīkojumu Nr. 1.9-2024-18 šādā sastāvā:

Procurement commission: composition of which has been approved by order No 1.9-2024-18 dated 17 April 2024 issued by the Management Board of RB Rail AS consisting of:

- **Iepirkuma komisijas priekšsēdētāja/sekretāre:**
I. Zuļķe – RB Rail AS Iepirkumu speciālists.
- **Iepirkuma komisijas priekšsēdētājas vietniece:**
A. Pitkeviča – RB Rail AS Personālvadības un Administrācijas departamenta vadītāja vietas izpildītājs/ Personāla speciālists;
- **Iepirkuma komisijas locekle:**
L. Rozīte-Torpe – RB Rail AS Personāla speciālists.

Iepirkuma komisijas piesaistīts eksperts:

- A. Vējiņš – RB Rail AS Jurists.

Iepirkuma procedūras dokumentācijas sagatavotāji:

- Iepirkuma komisija;
- A. Vējiņš – RB Rail AS Jurists.

Iepirkumu komisijas sekretāre:

- Z. Nore – RB Rail AS Iepirkumu speciālists.

Pretendentiem noteiktās kvalifikācijas prasības: noteiktas iepirkuma "Personāla atlases pakalpojumi – Baltijas valstīs (Latvijā, Lietuvā, Igaunijā)" (ID Nr. RBR 2024/4) nolikumā.

Piedāvājuma izvēles kritērijs:

Saimnieciski izdevīgākais piedāvājums.

Piedāvājumu iesniegšanas termiņš:

2024. gada 2. jūlijs līdz plkst. 11:00.

Paredzētā piedāvājumu atvēršanas vieta, datums un laiks:

Elektronisko iepirkumu sistēmas e- konkursu apakšsistēma, 2024. gada 2. jūlijs no plkst. 15:00.

Iesniegtie piedāvājumi un piedāvātās cenas:

Nr.	Pretendents	Finanšu piedāvājums*
1.	SIA "ASTRAL EXECUTIVE SEARCH" *Personu SIA "ASTRAL EXECUTIVE SEARCH", SIA "FORCEO" un UAB "VACATIO" apvienība	EUR 11150.0
2.	"Alliance for recruitment" SIA* *Personu "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB un "HR factory" OÜ apvienība	EUR 154440.0

*Finanšu piedāvājums, kas norādīts Elektroniskās Iepirkumu sistēmas automātiski ģenerētajā finanšu piedāvājuma apkopojumā. Šī cena ir informatīva un netika ņemta vērā piedāvājuma vērtēšanā.

Piedāvātās cenas, kas tika vērtētas ar punktiem skatāmas pielikumā Nr. 1.

- **Procurement commission chairperson/Secretary:**
I. Zuļķe – RB Rail AS Procurement Specialist.
- **Procurement commission vice-chairperson:**
A. Pitkeviča – RB Rail AS Acting Head of HRM and Administration Department/ HR Specialist,
- **Procurement commission member:**
L. Rozīte-Torpe – RB Rail AS HR Specialist.

Procurement commission's invited expert:

- A. Vējiņš – RB Rail AS Lawyer.

Persons preparing the procurement procedure documentation:

- Procurement commission,
- A. Vējiņš – RB Rail AS Lawyer.

Secretary of the Procurement Commission:

- Z. Nore – RB Rail AS Procurement Specialist.

Qualification requirements for tenderers: stipulated in regulations of the procurement "Recruitment services – in the Baltic States (Latvia, Lithuania, Estonia)" (ID No RBR 2024/4).

Selection criteria:

The most economically advantageous proposal.

Submission date of Proposals:

2nd July 2024 till 11:00.

The planned place, date and time for the opening of Proposals:

E-Tender subsystem of the Electronic Procurement System, 2nd July 2024, starting from 15:00.

Submitted proposals and proposed prices:

No	Tenderer	Financial proposal*
1.	SIA "ASTRAL EXECUTIVE SEARCH" *Partnership formed by SIA "ASTRAL EXECUTIVE SEARCH", SIA "FORCEO" and UAB "VACATIO"	EUR 11150.0
2.	"Alliance for recruitment" SIA* *Partnership formed by "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB and "HR factory" OÜ	EUR 154440.0

*The Financial proposal which is specified in the summary of the financial proposal automatically generated by the Electronic Procurement System. This price is informative and was not considered in the evaluation of the offer.

The proposed prices, which were evaluated with points, can be seen in Annex No 1.

Piedāvājumu vērtēšanas kopsavilkums:

Skatīt 2. pielikumu; tikai angļu valodā.

Pretenzents, kuram ir piešķirtas līgumslēgšanas tiesības un pamatojums lēmumam piešķirt tiesības slēgt līgumu: Pamatojoties uz atklāta konkursa nolikuma 20. un 22.1. punktiem, iepirkuma komisija nolēma līguma slēgšanas tiesības piešķirt **personu "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB un "HR factory" OÜ apvienībai**, jo tā piedāvājums atbilst atklāta konkursa nolikumā noteiktajām prasībām un tika atzīts par saimnieciski visizdevīgāko piedāvājumu ar visaugstāko iegūto punktu skaitu – **97,34** (deviņdesmit septiņi, komats, trīsdesmit četri) punktiem. Atbilstoši atklāta konkursa nolikuma 6.6. punktam, iepirkuma rezultātā pretendētājam **personu "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB un "HR factory" OÜ apvienībai** piešķiramas iepirkuma līguma slēgšanas tiesības par kopējo līgumcenu 154 440.00 (viens simts piecdesmit četri tūkstoši četri simti četrdesmit euro, nulle centi) bez pievienotās vērtības nodokļa.

Pretenzentu, līgumslēgšanas kuram tiks tiesības, piešķirtas piesaistītie apakšuzņēmēji un tiem nododamo darbu apraksts:

N/A.

Noraidītie piedāvājumi:

N/A

Piedāvājuma noraidīšanas pamatojums, ja iepirkuma komisija atzinusi piedāvājumu par nepamatoti lētu:

N/A

Pamatojums tam, kādas sabiedrības drošības un veselības aizsardzības intereses tiktu apdraudētas, rīkojot atkārtotu iepirkumu, ja Pasūtītājs saskaņā ar Latvijas Republikas Publisko Iepirkumu likuma 41. panta divpadsmitās daļas 2. punktu nepārtrauc iepirkuma procedūru, jo iepirkuma procedūras pārtraukšana apdraudētu sabiedrības drošības vai veselības aizsardzības intereses:

N/A

Lēmuma pamatojums, ja iepirkuma komisija pieņēmusi lēmumu pārtraukt vai izbeigt iepirkuma procedūru:

nav.

Iemesli, kuru dēļ netiek paredzēta elektroniska piedāvājumu iesniegšana, ja pasūtītājam ir pienākums izmantot piedāvājumu saņemšanai elektroniskās informācijas sistēmas:

N/A

Summary of proposal evaluation:

Please see attached Annex No 2, only in English.

The Tenderer awarded the contract rights and justification for the decision to award the contract rights:

In accordance with Sections 20 and 22.1 of the open competition regulations the Procurement commission decided to award the contract rights to **partnership formed by "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB and "HR factory" OÜ**, because its proposal complies with the requirements specified in the open competition regulations and was recognized as the most economically advantageous tender with the highest number of points – **97,34** (ninety seven, comma, thirty four). Pursuant to Section 6.6. of the open competition Regulations, as a result of the Procurement the tenderer **partnership formed by "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB and "HR factory" OÜ** shall be granted the right to conclude procurement contract for the total contract price 154 440.00 (one hundred fifty four thousand and four hundred forty euros, zero cents) without value added tax.

Subcontractors of tenderers awarded with the contract rights and description of the services to be assigned to them:

N/A.

Rejected proposals:

N/A

Reasons for rejecting the tender, if the procurement commission has recognised the tender as abnormally low:

N/A

Justification in respect of what public safety and health protection interests would be threatened by organising a repeated procurement if the Contracting Authority, in accordance with Section 41, Paragraph twelve, Clause 2 of the Public Procurement Law of the Republic of Latvia, does not suspend the procurement procedure because the suspension of the procurement procedure would pose a threat to the public safety or health protection interests:

N/A

Justification of the decision, if the procurement commission has taken the decision to suspend or terminate the procurement procedure:

none.

Reasons due to which electronic submission of tenders is not provided for, if the contracting authority has the obligation to use the electronic information systems for the receipt of tenders:

N/A

Konstatētie interešu konflikti un pasākumi, kas veikti to novēršanai:
N/A.

Identified conflicts of interest and measures taken to prevent them:
N/A.

Enclosed:

- 1) Proposed prices on 1 (one) page;
- 2) Evaluation summary on 2 (two) pages.

Iepirkuma komisijas priekšsēdētāja/ sekretāre
Procurement commission chairperson/ Secretary

I. Zuļķe

ŠIS DOKUMENTS IR PARAKSTĪTS AR DROŠU ELEKTRONISKO PARAKSTU UN SATUR LAIKA ZĪMOGU/
THIS DOCUMENT HAS BEEN SIGNED WITH A SAFE ELECTRONIC SIGNATURE AND CONTAINS A TIME-STAMP

Pielikums Nr. 1/ Annex No 1

"Piedāvātās cenas/ Proposed prices"

Personāla atlasē pakalpojumi – Baltijas valstīs (Latvijā, Lietuvā, Igaunijā) / Recruitment services – in the Baltic States (Latvia, Lithuania, Estonia)				
Nr./No	Pakalpojums / Service*	Vienība/ Units	Pretendents/ Tenderer	
			Personu SIA "ASTRAL EXECUTIVE SEARCH", SIA "FORCEO" un UAB "VACATIO" apvienība/ Partnership formed by SIA "ASTRAL EXECUTIVE SEARCH", SIA "FORCEO" and UAB "VACATIO" (EUR bez PVN/ EUR without VAT)	Personu "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB un "HR factory" OÜ apvienība/ Partnership formed by "Alliance for recruitment" SIA, "ALLIANCE RECRUITMENT" UAB and "HR factory" OÜ (EUR bez PVN/ EUR without VAT)
1.	P1 Candidates: Level of position related experience 1-5 years. Junior level positions: e.g., administration, accounting, procurement, technical assistance.	1	2950.00	2900.00
2.	P2 Candidates: Level of position related experience 5 – 10 years. Mid-level positions: e.g., finance control, legal, project control, logistics and supply, technical project management, stakeholder management.	1	3700.00	3900.00
3.	P3 Candidates: Level of position related experience 10+ years. Senior level positions: e.g., heads of department, railway system and safety senior experts, system engineering and assurance senior experts.	1	4500.00	4900.00

*Apraksts tikai angļu valodā/ Description only in English

Evaluation summary of the open competition “Recruitment services – in the Baltic States (Latvia, Lithuania, Estonia)”
(ID NO RBR 2024/4)

No	Services	Maximal amount of points	Calculation methodology	Points awarded	
				Partnership formed by SIA “ASTRAL EXECUTIVE SEARCH”, SIA “FORCEO” and UAB “VACATIO”	Partnership formed by “Alliance for recruitment” SIA, “ALLIANCE RECRUITMENT” UAB and “HR factory” OÜ
Financial Proposal					
1.	P1 Candidates: Level of position related experience 1-5 years. <u>Junior level positions:</u> e.g., administration, accounting, procurement, technical assistance.	15	$Score = \frac{Lowest\ proposed\ price}{Proposed\ price\ under\ evaluation} \times 15$	14.75	15.00
	P2 Candidates: Level of position related experience 5 – 10 years. <u>Mid-level positions:</u> e.g., finance control, legal, project control, logistics and supply, technical project	20	$Score = \frac{Lowest\ proposed\ price}{Proposed\ price\ under\ evaluation} \times 20$	20.00	18.97

	management, stakeholder management.						
	P3 Candidates: Level of position related experience 10+ years. <u>Senior level positions:</u> e.g., heads of department, railway system and safety senior experts, system engineering and assurance senior experts.	20	$\text{Score} = \frac{\text{Lowest proposed price}}{\text{Proposed price under evaluation}} \times 20$			20.00	18.37
Total: 55						54.75	52.34
Technical proposal							
2.	Technical proposal , which will be evaluated in accordance with Section 20.2.2. of the Regulations. (<i>Maximal amount of points – 45</i>)	Outstanding level of detail 45 p.	Good level of detail 30 p.	Low level of detail 15 p.			
Procurement commission member 1						30	45
Procurement commission member 2						30	45
Procurement commission member 3						30	45
Average score for Technical proposal: Points = Total of Technical proposal (Service provision)/number of Procurement commission members participated in the evaluation of Technical proposal/ divided by amount of Procurement commission members participated in the evaluation						30	45
The most economical advantageous proposal (Section 20.2. of the Regulations):						84.75	97.34