1. CONVOCATORIA Y DATOS GENERALES DEL PROCESO DE CONTRATACIÓN

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| 1. **DATOS DEL PROCESOS DE CONTRATACIÓN** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Entidad Convocante | | | Banco Central de Bolivia | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| Modalidad de contratación | | | Apoyo Nacional a la Producción y Empleo - ANPE | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | Código Interno que la Entidad utiliza para identificar el proceso | | | | | | | | | | | | | | | | | | | | | | | | | ANPE – P Nº 183/2024 | | | | | | | | | | | |  | |
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| Objeto de la contratación | | | | | | | | **SERVICIO RECURRENTE PARA LA PROVISIÓN DE PASAJES AÉREOS INTERNACIONALES PARA EL BCB - GESTIÓN 2025** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| Método de Selección y Adjudicación | | | | | | | |  | | | | | Precio Evaluado más Bajo | | | | | | | | | | | | | | | | | | | |  | | | Calidad Propuesta Técnica y Costo | | | | | | | | | | | | | | | | | | | | | |  | |  | |  | |  |  |  | |  | |  | |  |
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| X | | | | | Presupuesto Fijo | | | | | | | | | | | | | | | | | | | |  | | |  | | |  | | |  | | |  | | |  | | |  | |  | |  |  |  |  | |  | |  | |  |  |  | |  | |  | |  |
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| Forma de Adjudicación | | | | | | | | X | | | | | Por el Total | | | | | | | | | | | | | | |  | | Por Ítems | | | | | | | | | | | |  | | | Por Lotes | | | | | | | | | | | |  |  | |  | |  | |  |  |  | |  | |  | |  |
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| Precio Referencial | | | | | | | | El límite presupuestario para la ejecución es de Bs.999.996,00 (Novecientos noventa y nueve mil novecientos noventa y seis 00/100 bolivianos) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| La contratación se formalizará mediante | | | | | | | | X | | | | | Contrato | | | | | | | | | | | | |  | | Orden de Servicio ***(únicamente para prestación de servicios generales no mayor a quince 15 días calendario)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |  |  | |  | |  | |  |
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| Plazo de Prestación del Servicio (días calendario) | | | | | | | | El plazo de la prestación del servicio será computable a partir de la fecha establecida en la Orden de Proceder hasta el 31 de diciembre 2025 y/o hasta agotar el límite presupuestario, lo que ocurra primero. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| Lugar de Prestación del Servicio | | | | | | | | El proveedor prestará el servicio en sus oficinas ubicadas en La Ciudad de La Paz. (Presentar croquis de ubicación). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| Garantía de Cumplimiento  de Contrato | | | | | | | | No corresponde la Garantía de Cumplimiento de Contrato en aplicación al inciso b), artículo 21 del Decreto Supremo 0181, que según la Disposición Adicional Cuarta del Decreto Supremo N°3766, de 2 enero de 2019, incorpora la Disposición Adicional Cuarta al Decreto Supremo N° 3548, en su punto I, señala que: *“Para la contratación de Servicios Generales Discontinuos de Provisión de Pasajes Aéreos, no se requerirá la Garantía de Cumplimiento de Contrato, ni se realizará la retención del siete por ciento (7%) de cada pago”*. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| Señalar con que presupuesto se inicia el proceso de contratación | | | | | | | | |  | | | | | Presupuesto de la gestión en curso | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  | |
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| X | | | | | Presupuesto de la próxima gestión para servicios generales recurrentes *(el proceso llegará hasta la adjudicación y la suscripción del Contrato estará sujeta a la aprobación del presupuesto de la siguiente gestión)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| Organismos Financiadores | # |  | | | Nombre del Organismo Financiador  (de acuerdo al clasificador vigente) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | % de Financiamiento | | | | | | | | | | |  | | | | |
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| 1 |  | | | **OTROS RECURSOS ESPECIFICOS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | **100** | | | | | | | | | | |  | | | | |
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| **2** | **INFORMACIÓN DEL DOCUMENTO BASE DE CONTRATACIÓN (DBC)**  **Los interesados podrán recabar el Documento Base de Contratación (DBC) en el sitio Web del SICOES y obtener información de la entidad de acuerdo con los siguientes datos:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Domicilio de la Entidad Convocante | | | Edificio Principal del Banco Central de Bolivia, calle Ayacucho esquina Mercado. La Paz - Bolivia | | | | | | | | | | | | | | | | | | | | | Horario de Atención de la Entidad | | | | | | | 08:00 a 16:00 | | | | |  |
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| Encargado de atender consultas  Administrativas:  Técnicas: | | | *Nombre Completo* | | | | | | | | | |  | | *Cargo* | | | | | | | | | | | |  | *Dependencia* | | | | | | | |  |
| Maria Eugenia Poma Fernandez | | | | | | | | | |  | | Profesional en Compras y Contrataciones | | | | | | | | | | | |  | Dpto. de Compras y Contrataciones | | | | | | | |  |
| Alberto David Averanga Pantoja | | | | | | | | | |  | | Supervisor Operativo Contable | | | | | | | | | | | |  | Gerencia de Recursos Humanos | | | | | | | |  |
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| Teléfono | | | 2409090 Internos:  4709 (Consultas Administrativas)  4813 (Consultas Técnicas) | | | | | | | | | | | | Fax | | | | 2664790 | | | | Correo Electrónico | | | | | [mpoma@bcb.gob.bo](mailto:mpoma@bcb.gob.bo) (Consultas Administrativas)  aaveranga@bcb.gob.bo (Consultas Técnicas) | | | | | | | |  |
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| Cuenta Corriente Fiscal para depósito por concepto de Garantía de Seriedad de Propuesta (Fondos en Custodia) | | | | | | | | *“NO CORRESPONDE”* | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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1. CRONOGRAMA DE PLAZOS

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| De acuerdo con lo establecido en el Artículo 47 de las NB-SABS, los siguientes plazos son de cumplimiento obligatorio:   * + 1. Presentación de propuestas:  1. Para contrataciones hasta Bs.200.000.- (DOSCIENTOS MIL 00/100 BOLIVIANOS), plazo mínimo cuatro (4) días hábiles; 2. Para contrataciones mayores a Bs.200.000.- (DOSCIENTOS MIL 00/100 BOLIVIANOS) hasta Bs1.000.000.- (UN MILLÓN 00/100 BOLIVIANOS), plazo mínimo ocho (8) días hábiles.   Ambos computables a partir del día siguiente hábil de la publicación de la convocatoria en el SICOES;   * + 1. Presentación de documentos para la formalización de la contratación, plazo de entrega de documentos no menor a cuatro (4) días hábiles;     2. Plazo para la presentación del Recurso Administrativo de Impugnación a la Resolución de Adjudicación o de Declaratoria Desierta, en contrataciones mayores a Bs200.000.- (DOSCIENTOS MIL 00/100 BOLIVIANOS) hasta Bs1.000.000.- (UN MILLÓN 00/100 BOLIVIANOS), en cuyo caso el cronograma deberá considerar tres (3) días hábiles computables a partir del día siguiente hábil de la notificación de la Resolución Impugnable.   **El incumplimiento a los plazos señalados será considerado como inobservancia a la normativa.** |

El proceso de contratación de servicios generales, se sujetará al siguiente Cronograma de Plazos:

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| **CRONOGRAMA DE PLAZOS** | | | | | | | | | | | | | | | | | | | |
| **ACTIVIDAD** | | **FECHA** | | | | | | | | | | **HORA** | | | | | **LUGAR** | | |
| 1 | Publicación del DBC en el SICOES (\*) |  | *Día* | | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |  |
|  | 27 | | | |  | 11 |  | 2024 |  |  |  |  |  |  |  | Piso 7, Edificio Principal del Banco Central de Bolivia, calle Ayacucho esquina Mercado. La Paz - Bolivia |
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| 2 | Inspección previa (No es obligatoria) |  | *Día* | | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |
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| 3 | Consultas Escritas (No es obligatoria) |  | *Día* | | | |  | *Mes* |  | *Año* |  |  | | | | |  |  |
|  | 04 | | | |  | 12 |  | 2024 |  |  | | | | |  | Nota dirigida al Gerente Administración del BCB-RPA:  **En forma física:** Planta Baja, Ventanilla única de Correspondencia del Edif. Principal del BCB, o  **En forma electrónica**: Al correo electrónico [mpoma@bcb.gob.bo](mailto:mpoma@bcb.gob.bo) o  aaveranga@bcb.gob.bo |
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| 4 | Reunión Informativa de aclaración (No es obligatoria) |  | *Día* | | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |
|  | 05 | | | |  | 12 |  | 2024 |  |  | 10 |  | 00 |  |  | Piso 7, Dpto. de Compras y Contrataciones), Edificio principal del BCB – Calle Ayacucho, Esq. Mercado, La Paz – Bolivia o conectarse al siguiente enlace a través del zoom:  <https://bcb-gob-bo.zoom.us/j/83139831543?pwd=NMP9CKAO9vU1d8bkVVCICYHm8TiGEF.1>  ID de reunión: 831 3983 1543  Código de acceso: 479423 |
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| 5 | Presentación de Propuestas |  | *Día* | | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |
|  | 10 | | | |  | 12 |  | 2024 |  |  | 09 |  | 00 |  |  | * **En forma electrónica:**   A través del RUPE de conformidad al procedimiento establecido en el presente DBC. |
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| 6 | Apertura de Propuestas (fecha límite) |  | *Día* | | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  | |
|  | 10 | | | |  | 12 |  | 2024 |  |  | 09 |  | 10 |  |  | Piso 7, Dpto. de Compras y Contrataciones del edificio principal del BCB o ingresar al siguiente enlace a través de zoom: **https://bcb-gob-bo.zoom.us/j/84090634050?pwd=9XnCrmChaHr04b1OpXtggUXogiaG3n.1**  **ID de reunión: 840 9063 4050**  **Código de acceso: 863413** |
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| 7 | Informe de Evaluación y Recomendación de Adjudicación o Declaratoria Desierta (fecha límite) |  | *Día* | | | |  | *Mes* |  | *Año* |  |  | |
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| 8 | Adjudicación o Declaratoria Desierta (fecha límite) |  | *Día* | | | |  | *Mes* |  | *Año* |  |
|  | 17 | | | |  | 12 |  | 2024 |  |
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| 9 | Notificación de la adjudicación o declaratoria desierta (fecha límite) |  | *Día* | | | |  | *Mes* |  | *Año* |  |
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| 10 | Presentación de documentos para la formalización de la contratación |  | *Día* | | | |  | *Mes* |  | *Año* |  |
|  | 30 | | | |  | 12 |  | 2024 |  |
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| 11 | Suscripción de Contrato o emisión de la Orden de Servicio |  | *Día* | | | |  | *Mes* |  | *Año* |  |
|  | 02 | | | |  | 01 |  | 2025 |  |
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*(\*) Los plazos del proceso de contratación se computarán a partir del día siguiente hábil de la publicación en el SICOES.*