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 – C N° 121/2024-2C | | | | | | | | | | | | |  |
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| Objeto de la contratación | **SUSCRIPCIÓN AL SERVICIO DE AUTODESK** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Método de Selección y Adjudicación | **X** | | | Precio Evaluado más Bajo | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | Calidad Propuesta Técnica y Costo | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | | Presupuesto Fijo | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Forma de Adjudicación | | **X** | | | Por el Total | | | | | | | | | | | | | | | | | | | |  | | | | Por Ítems | | | | | | | | | | | | | | | | | | | |  | | | | | Por Lotes | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Precio Referencial | | **Bs.252.799,35 (Doscientos Cincuenta y Dos Mil Setecientos Noventa y Nueve 35/100 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 | | El plazo de la suscripción al software será por un (1) año calendario de la licencia AUTOCAD LT2025 y tres (3) años calendario de la licencia AUTODESK AEC COLLECTION a partir de la fecha establecida en la orden de proceder, fecha que debe ser registrada en el server oficial de AUTODESK. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Lugar de Prestación del Servicio | | El proveedor podrá realizar el servicio de forma virtual, mediante correos electrónicos y accesos directos a la página web del fabricante, para la descarga de los archivos instaladores del software y su respectiva activación; previa verificación de la Gerencia de Sistemas y del Fiscal de Servicio. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Garantía de Seriedad de Propuesta | | El proponente deberá presentar una Garantía equivalente al 1% del Precio Referencial de la Contratación | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Garantía de Cumplimiento  de Contrato | | ***El proponente adjudicado deberá constituir la garantía del cumplimiento de contrato del 7% o del 3.5% (según corresponda) del monto del contrato.*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Señalar con que presupuesto se inicia el proceso de contratación | **X** | Presupuesto de la gestión en curso |  |  | |
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|  | 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 |  |
| 1 | Recursos Propios |  | 100% |
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|  | 1. **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* | | | | | | | |  |
| Cristhian Andres Alba Escobar | | | | | | | | | |  | | Profesional en Compras y Contrataciones | | | | | | | | | | |  | | Dpto. de Compras y Contrataciones | | | | | | | | |  |
| Steve Verduguez Linares | | | | | | | | | |  | | Profesional en Proyectos de Arquitectura | | | | | | | | | | |  | | Dpto. Mejoramiento y Mantenimiento de la Infraestructura | | | | | | | | |  |
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| Teléfono | | | 2409090 Internos:  4714 (Consultas Administrativas)  4711 (Consultas Técnicas | | | | | | | | | | | | Fax | | | | 2664790 | | | | Correo Electrónico | | | | | | calba@bcb.gob.bo  (Consultas Administrativas)  sverduguez@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) | | | | | | | | Número de Cuenta: 10000041173216  Banco: Banco Unión S.A.  Titular: Tesoro General de la Nación  Moneda: Bolivianos. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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* |  |  |  |  |  |  |  |  |  |
|  | | 04 | | |  | 10 |  | 2024 |  |  |  |  |  |  |  |  |
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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* |  |  |  |  |  |  |  |  |
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| 4 | Reunión Informativa de aclaración (No es obligatoria) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |
|  | | 14 | | |  | 10 |  | 2024 |  |  | 11 |  | 30 |  |  | 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 de zoom::  <https://bcb-gob-bo.zoom.us/j/89647124980?pwd=6ups05e4vfCmRMN2Uq6xaiQSqxkXBO.1>  ID de reunión: 896 4712 4980  Código de acceso: 188743 |
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| 5 | Presentación de Propuestas (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | | 17 | | |  | 10 |  | 2024 |  |  | 10 |  | 00 |  |  | **En forma electrónica**:  A través del RUPE de conformidad al procedimiento establecido en el presente DBC.  **En caso de presentación de la Garantía de Seriedad de Propuesta en forma física:**  Ventanilla Única de Correspondencia – PB del Edificio del BCB, ubicado en el Calle Ayacucho esq. Mercado, La Paz- Bolivia. |
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| 6 | Inicio de Subasta Electrónica |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |
|  | | 17 | | |  | 10 |  | 2024 |  |  | 10 |  | 10 |  |  |  |
| 7 | Cierre preliminar de Subasta Electrónica |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | | 17 | | |  | 10 |  | 2024 |  |  | 10 |  | 50 |  |  |  |
| 8 | Apertura de Propuestas (fecha límite) (\*\*) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | | 17 | | |  | 10 |  | 2024 |  |  | 11 |  | 01 |  |  | *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/89647124980?pwd=6ups05e4vfCmRMN2Uq6xaiQSqxkXBO.1>  ID de reunión: 896 4712 4980  Código de acceso: 188743 |
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| 9 | Informe de Evaluación y Recomendación de Adjudicación o Declaratoria Desierta (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | | 21 | | |  | 10 |  | 2024 |  |  |  |  |  |  |  |  |
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| 10 | Adjudicación o Declaratoria Desierta (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |  |
|  | | 25 | | |  | 10 |  | 2024 |  |  |  |  |  |  |  |  |  |
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| 11 | Notificación de la adjudicación o declaratoria desierta (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | | 29 | | |  | 10 |  | 2024 |  |  |  |  |  |  |  |  |
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| 12 | Presentación de documentos para la formalización de la contratación |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |  |
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| 13 | Suscripción de Contrato o emisión de la Orden de Servicio |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | | 13 | | |  | 11 |  | 2024 |  |  |  |  |  |  |  |  |
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*(\*) Los plazos del proceso de contratación se computarán a partir del día siguiente hábil de la publicación en el SICOES.*

*(\*\*) La determinación del plazo para la apertura de propuestas deberá considerar los diez (10) minutos que corresponden al periodo de gracia aleatorio. En el marco del Artículo 27 del Reglamento de Contrataciones con Apoyo de Medios Electrónicos.*