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° 189/2024-1C | | | | | | | | | | | | |  |
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| Objeto de la contratación | **SERVICIO RECURRENTE DE MANTENIMIENTO DE EQUIPOS DEL CENTRO DE CÓMPUTO ALTERNO – GESTIÓN 2025** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 | | **Bs100.000,00 (Cien Mil 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 | | El plazo de prestación del servicio será del 1 de enero de 2025 al 31 de diciembre del 2025. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Lugar de Prestación del Servicio | | En la ciudad de La Paz, en el Sitio Alterno de Procesamiento del BCB ubicado en la zona Sur de la ciudad de La Paz. La ubicación específica del inmueble será comunicada oportunamente por el Fiscal del Servicio del BCB al proveedor del servicio adjudicado. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Garantía de Cumplimiento  de Contrato | | ***El proponente adjudicado deberá constituir la garantía del cumplimiento de contrato del 7% o alternativamente, el proveedor podrá solicitar la retención del 7% del valor total del Contrato para garantizar el cumplimiento del servicio (se retendrá el 7% de cada pago parcial de prestación del servicio de mantenimiento realizado).*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 |  |
| 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 | | | | | | | | | | |  | | Departamento de Compras y Contrataciones | | | | | | | | |  |
| Henry Calle Tiñini | | | | | | | | | |  | | Ingeniero de Mantenimiento de Equipos Electrónicos | | | | | | | | | | |  | | Departamento de Soporte Técnico | | | | | | | | |  |
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| Teléfono | | | 2409090 Internos:  4714 (Consultas Administrativas)  1109 (Consultas Técnicas) | | | | | | | | | | | | Fax | | | | 2664790 | | | | Correo Electrónico | | | | | | calba@bcb.gob.bo  (Consultas Administrativas)  hcalle@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. **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* |  |  |  |  |  |  |  |  |  |
|  | | 29 | | |  | 11 |  | 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.* |  |  |  |
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| 5 | Presentación de Propuestas (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | | 06 | | |  | 12 |  | 2024 |  |  | 13 |  | 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.* |  |  |  |
|  | | 06 | | |  | 12 |  | 2024 |  |  | 13 |  | 10 |  |  |  |
| 7 | Cierre preliminar de Subasta Electrónica |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | | 06 | | |  | 12 |  | 2024 |  |  | 13 |  | 50 |  |  |  |
| 8 | Apertura de Propuestas (fecha límite) (\*\*) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | | 06 | | |  | 12 |  | 2024 |  |  | 14 |  | 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/83871627699?pwd=jU9Kpt7ESH5CzKpBWSO5AVDpZbOiFa.1>  ID de reunión: 838 7162 7699  Código de acceso: 158283 |
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| 9 | Informe de Evaluación y Recomendación de Adjudicación o Declaratoria Desierta (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
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| 10 | Adjudicación o Declaratoria Desierta (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |  |
|  | | 13 | | |  | 12 |  | 2024 |  |  |  |  |  |  |  |  |  |
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| 11 | Notificación de la adjudicación o declaratoria desierta (fecha límite) |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | | 16 | | |  | 12 |  | 2024 |  |  |  |  |  |  |  |  |
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| 12 | Presentación de documentos para la formalización de la contratación |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |  |
|  | | 23 | | |  | 12 |  | 2024 |  |  |  |  |  |  |  |  |
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| 13 | Suscripción de Contrato o emisión de la Orden de Servicio |  | | *Día* | | |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | | 30 | | |  | 12 |  | 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.*