# CONVOCATORIA Y DATOS GENERALES DE LA 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 Nº 054/2021-1C | | | |  |
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| Objeto de la contratación | **COMPRA DE CAJAS NORMALIZADAS** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Método de Selección y Adjudicación | **X** | **Precio Evaluado más Bajo** | | | | | | | |  | Calidad Propuesta Técnica y Costo | | | | | | | | | |  |  |  |  |  |  |  |  |  |
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|  | Calidad | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Forma de Adjudicación | **X** | Por el Total | | | | |  | Por Ítems | | | | |  | Por Lotes | | | | | |  |  |  |  |  |  |  |  |  |  |
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| Precio Referencial | ***Bs110.000,00 (Ciento diez mil 00/100 Bolivianos)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| La contratación se formalizará mediante | **X** | **Contrato** | | | |  | Orden de Compra ***(únicamente para bienes de entrega no mayor a quince 15 días calendario)*** | | | | | | | | | | | | | | | |  |  |  |  |  |  |  |
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| Plazo previsto para la entrega de bienes **(en días calendario)** | ***Hasta treinta (30) días calendario computables desde la firma del contrato por parte del proveedor*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Garantía de Cumplimiento  de Contrato | ***El proponente adjudicado deberá constituir una Garantía de Cumplimiento de Contrato equivalente al 7% o 3,5% (según corresponda).*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Señalar para cuando es el requerimiento del bien | **X** | **Bienes para la gestión en curso** | | | | | | | | | | | | | | | | | | | | | | | | | |  |  |
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|  | Bienes recurrentes para la próxima gestión (el proceso llegará hasta la adjudicación y la suscripción del contrato está sujeta a la aprobación del presupuesto de la siguiente gestión) | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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|  | Bienes para la próxima gestión (el proceso se iniciara una vez promulgada la Ley del Presupuesto General del Estado 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 | 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 | | | | | | | | | | 07:30 a 17:00 | | | |  |
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|  | | | | | | | |  |  |  |  | *Nombre Completo* | | | | | | | | | | |  | *Cargo* | | | | | | |  | | *Dependencia* | | | | | | |  |
| Encargado de atender consultas  Administrativas: | | | | | | | | | | | | Oscar Silva Velarde | | | | | | | |  | Profesional en Compras y Contrataciones | | | | | | | | |  | | Dpto. de Compras y Contrataciones | | | | | | | |  |
| Técnicas: | | | | | | | | | | | | Yaquelin Liliam Castro | | | | | | | |  | Jefe del Departamento de Gestión Documental | | | | | | | | |  | | Subgerencia de Gestión Documental y Biblioteca | | | | | | | |  |
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| Teléfono | | 2409090 Internos:  4722 (Consultas Administrativas)  1507 (Consultas Técnicas) | | | | | | |  | Fax | | 2664790 | | | |  | Correo Electrónico | | | | | | [osilva@bcb.gob.bo](mailto:osilva@bcb.gob.bo)  (Consultas Administrativas)  [ycastro@bcb.gob.bo](mailto:ycastro@bcb.gob.bo)  (Consultas Técnicas) | | | | | | | | | | | | | | | |  |  |
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| N° de la Cuenta Corriente Fiscal para Depósito por concepto de Garantía de Seriedad de Propuesta | | | | | | | | | No está vigente, de acuerdo con la Resolución Ministerial Nº 088 de fecha 29/01/2021. | | | | | | | | | | | | |  |  |  |  | |  |  |  | |  | |  |  |  | |  |  |  |  |
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| 1. **PERSONAL DE LA ENTIDAD** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  |  |  |  |  | *Apellido Paterno* | | | | |  | *Apellido Materno* | | | | |  | *Nombre(s)* | | | | |  | *Cargo* | | | | | |  |
| Máxima Autoridad Ejecutiva (MAE) | | | | | Rojas | | | | |  | Ulo | | | | |  | Roger Edwin | | | | |  | Presidente a.i. | | | | | |  |
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| Responsable del Proceso de Contratación (RP) | | | | | *Apellido Paterno* | | | | |  | *Apellido Materno* | | | | |  | *Nombre(s)* | | | | |  | *Cargo* | | | | | |  |
| De la Vega | | | | |  | Rojas | | | | |  | Rosa Lourdes | | | | |  | Subgerente de Servicios Generales | | | | | |  |
|  |  |  |  |  | *Apellido Paterno* | | | | |  | *Apellido Materno* | | | | |  | *Nombre(s)* | | | | |  | *Cargo* | | | | | |  |
| Encargado de atender consultas Administrativas: | | | | | Silva | | | | |  | Velarde | | | | |  | Oscar Alejandro | | | | |  | Profesional en Compras y Contrataciones | | | | | |  |
| Encargado de atender consultas Técnicas: | | | | | Castro | | | | |  |  | | | | |  | Yaquelin | | | | |  | Jefe del Departamento de Gestión Documental | | | | | |  |

# 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;   * + 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 se sujetará al siguiente Cronograma de Plazos:

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| **ACTIVIDAD** | | **FECHA** | | | | | | | | **HORA** | | | | | | **LUGAR Y DIRECCIÓN** | | | |
| 1 | Publicación del DBC en el SICOES y la Convocatoria en la Mesa de Partes | | |  | *Día* |  | *Mes* |  | *Año* | |  |  |  |  |  | |  |  |  |
|  | 01 |  | 10 |  | 2021 | |  |  |  |  |  | |  |  |
| 2 | Inspección previa (No es obligatoria) | | |  | *Día* |  | *Mes* |  | *Año* | |  |  | *Hora* |  | *Min.* | |  |  |
|  |  |  |  |  |  | |  |  |  |  |  | |  | No se requiere |
| 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.* | |  |  |
|  | 04 |  | 10 |  | 2021 | |  |  | 12 |  | 00 | |  | Sala de reuniones DCC – Edificio BCB piso 7 *o ingresar al siguiente enlace a través de webex:*  <https://bcbbolivia.webex.com/bcbbolivia/onstage/g.php?MTID=e66721db2ba2b511f94b8ae34523edd65> |
| 5 | Presentación Propuestas | | |  | *Día* |  | *Mes* |  | *Año* | |  |  | *Hora* |  | *Min.* | |  |  |  |
|  | 07 |  | 10 |  | 2021 | |  |  | 11 |  | 00 | |  | ***En forma electrónica:***  ***A través del RUPE, de acuerdo con lo establecido en el presente DBC.*** |
| 6 | Inicio de Subasta | |  |  | *Día* |  | *Mes* |  | *Año* | |  |  | *Hora* |  | *Min.* | |  |  |
|  |  | 07 |  | 10 |  | 2021 | |  |  | 11 |  | 10 | |  |  |
| 7 | Cierre preliminar de subasta | | |  | *Día* |  | *Mes* |  | *Año* | |  |  | *Hora* |  | *Min.* | |  |  |  |
|  | 07 |  | 10 |  | 2021 | |  |  | 11 |  | 40 | |  |  |
| 8 | Apertura de Propuestas (fecha límite) | |  |  | *Día* |  | *Mes* |  | *Año* | |  |  | *Hora* |  | *Min.* | |  |  |
|  |  | 07 |  | 10 |  | 2021 | |  |  | 12 |  | 00 | |  | ***APERTURA DE PROPUESTAS ELECTRONICAS:***  *Piso 7, Dpto. de Compras y Contrataciones del edificio principal del BCB o ingresar al siguiente enlace a través de webex:*  <https://bcbbolivia.webex.com/bcbbolivia/onstage/g.php?MTID=ecaa6af305cd3658fdbb6c8604a0bf9cb> |
|  |  |  |  |  |  |  |  |
| 9 | Presentación del Informe de Evaluación y Recomendación al RPA | | |  | *Día* |  | *Mes* |  | *Año* | |  |  |  |  |  | |  |  |
|  | 18 |  | 10 |  | 2021 | |  |  |  |  |  | |  |  |
| 10 | Adjudicación o Declaratoria Desierta | | |  | *Día* |  | *Mes* |  | *Año* | |  |  |  |  |  | |  |  |
|  | 20 |  | 10 |  | 2021 | |  |  |  |  |  | |  |  |
| 11 | Notificación de la adjudicación o Declaratoria Desierta (fecha límite) | | |  | *Día* |  | *Mes* |  | *Año* | |  |  |  |  |  | |  |  |
|  | 22 |  | 10 |  | 2021 | |  |  |  |  |  | |  |  |
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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 Compra. | | |  | *Día* |  | *Mes* |  | *Año* | |  |  |  |  |  | |  |  |
|  | 09 |  | 11 |  | 2021 | |  |  |  |  |  | |  |  |
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