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|  | BANCO CENTRAL DE BOLIVIA \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **APOYO NACIONAL A LA PRODUCCIÓN Y EMPLEO** |

1. 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 114/2024-3C | | | | | | | | | | | | |  |
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| Objeto de la contratación | SERVICIO DE SUSCRIPCIÓN PARA LA PLATAFORMA DE EVENTOS Y REUNIONES EN LÍNEA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 | | Bs149.113,00 (Ciento Cuarenta y Nueve Mil Ciento Trece 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 de suscripción** de un (1) año calendario a partir de la fecha establecida en la orden de proceder  **Plazo para la activación de la suscripción:** realizar la activación de la suscripción hasta el 28/10/2024, cumpliendo el plazo de prestación del servicio de suscripción | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Lugar de Prestación del Servicio | | Los servicios serán prestados en el edificio principal del Banco Central de Bolivia (Ayacucho y Mercado) de la ciudad de La Paz. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Garantía de Cumplimiento  de Contrato | | El proponente adjudicado deberá constituir la garantía de cumplimiento de contrato por el 7% 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 | | | |  |
|  | |  | |  |  |  |  |  |  |  |  |  | |  | |  |  |  | |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |
| Encargado de atender consultas  Administrativas:  Técnicas: | | | *Nombre Completo* | | | | | | | | | |  | | *Cargo* | | | | | | | | | | | |  | *Dependencia* | | | | | | | |  |
| Claudia Segurondo Muiba | | | | | | | | | |  | | Profesional en Seguimiento y Revisión de Procesos de Contratación | | | | | | | | | | | |  | Dpto. de Compras y Contrataciones | | | | | | | |  |
| Fernando Weimar Rodriguez Flores | | | | | | | | | |  | | Administrador De Redes Senior | | | | | | | | | | | |  | Base de Datos y comunicaciones | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Teléfono | | | 2409090 Internos:  4752 (Consultas Administrativas)  1134 (Consultas Técnicas) | | | | | | | | | | | | Fax | | | | 2664790 | | | | Correo Electrónico | | | | | [csegurondo@bcb.gob.bo](mailto:csegurondo@bcb.gob.bo)  (Consultas Administrativas)  [wrodriguez@bcb.gob.bo](mailto:wrodriguez@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 APLICA** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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:

| **CRONOGRAMA DE PLAZOS** | | | | | | | | | | | | | | | | | | | | | | |
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| **ACTIVIDAD** | | **FECHA** | | | | | | | | | | | | **HORA** | | | | | | **LUGAR** | | |
| 1 | Publicación del DBC en el SICOES (\*) | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |  |  |  |  |  |  |  |  |
|  | | 11 | | | |  | 09 |  | 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* |  | |  | | | | |  |  |
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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.* |  |  |  |
|  | | 18 | | | |  | 09 |  | 2024 |  | |  | 10 |  | 00 |  |  | **Presentación de la Garantía de Seriedad de Propuesta:**  **En forma física(cuando corresponda)**  Ventanilla Única de Correspondencia – PB del Edificio del BCB, ubicado en el Calle Ayacucho esq. Mercado, La Paz- Bolivia.  **PRESENTACIÓN DE PROPUESTAS/ OFERTAS:**   * **En forma electrónica:**   A través del RUPE de conformidad al procedimiento establecido en el presente DBC |
|  |  | | |  | | | | | | | | | | |  | | | | |  |  |
| 6 | Inicio de Subasta Electrónica | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |  | *Hora* |  | *Min.* |  |  | |
|  | | 18 | | | |  | 09 |  | 2024 |  | |  | 10 |  | 10 |  |
| 7 | Cierre preliminar de Subasta Electrónica | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |  | *Hora* |  | *Min.* |  |
|  | | 18 | | | |  | 09 |  | 2024 |  | |  | 10 |  | 40 |  |
| 8 | Apertura de Propuestas (fecha límite) (\*\*) | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |  | *Hora* |  | *Min.* |  |
|  | | 18 | | | |  | 09 |  | 2024 |  | |  | 10 |  | 51 |  |  | 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/84373750440?pwd=BPgXu2Q0GRDZegJbZGyi3PivtFIkLO.1  ID de reunión: 843 7375 0440  Código de acceso: 518352 |
|  |  | | |  | | | | | | | | | | |  | | | | |  | |
| 9 | Informe de Evaluación y Recomendación de | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |  | |
|  | | 25 | | | |  | 09 |  | 2024 |  | |
|  |  | | |  | | | | | | | | | | |
| 10 | Adjudicación o Declaratoria Desierta (fecha límite) | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |
|  | | 27 | | | |  | 09 |  | 2024 |  | |
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| 11 | Notificación de la adjudicación o declaratoria desierta (fecha límite) | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |
|  | | 01 | | | |  | 10 |  | 2024 |  | |
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| 12 | Presentación de documentos para la formalización de la contratación | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |
|  | | 09 | | | |  | 10 |  | 2024 |  | |
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| 13 | Suscripción de Contrato o emisión de la Orden de Servicio | |  | | *Día* | | | |  | *Mes* |  | *Año* |  | |
|  | | 15 | | | |  | 10 |  | 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.*