INSTRUCTION ON HOW TO SUBMIT A PROPOSAL

Reminder:

- Use of the CVP IS is free of charge.
- Only those economic operators who have registered in the CVP IS, can participate in electronic public procurements.
- For registration in the CVP IS, follow the instruction "How to register in CVP IS".



1. Log in to the CVP IS:

https://pirkimai.eviesiejipirkimai.lt

informaciné sistema	
Customer login:	
Osemanie	Skelbimai
Password	Pirkimu skelbimai nuo 2017 m. liepos 1 d.
	Pirkimų skelbimai iki 2017 m. liepos 1 d.
LOP In Forgot your password?	Europos Satungos viešujų pirkimų skelbimai (TED)
Esate perkančiosios organizacijos atstovas? Tapkite CVP IS ni pirkimus elektroniniu būdui Esate versto atstovas? Jus domina nuolat auganti viešujų pirkimu vartotoju jums atsivers galimybės nemokamai susipažinti su visais Lietuvoje bei teikti pasiūlymus ir dalyvauti elektroniniu būdu vykdo Are vou a business representative? Are vou interested in the	audotoju ir vykdykite viešuosius Tarptautinio pirkimo, atiekamo gvnybos ir saugumo srityle, vertės ribos (nuo 2024-0) s viešaislais pirkimuose. 2024-01-01) e constantių growing procurement Ankstesnes tarptautinės ribos
market? Once you become a registered CVP IS user, you get free taking place in Lithuania. In addition, you get the possibility to sub procurement.	access to all public procurements mit offers and participate in online prkimų tvarkos apražai (nuo 2012-07-01) perkančiujų subiektų patvirtinti mažos vert pirkimų tvarkos apražai (nuo 2012-07-01) perkančiujų subiektų patvirtintos supaerastintų viekujų pirkimų taisvides (iki
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or use the procurement link to log in:

https://pirkimai.eviesiejipirkimai.lt/ctm/Supplier/ PublicPurchase/748699?B=PPO

707186 - UKRAINOS ATEITIES	MOKYKLOS TARPTAUTINIS	ATVIRAS ARCHITEKT	JRINIO PROJEKT
KONKURSAS			
Login Coline registration			¢ CPVA
Login and registration			*
O Below you find information regarding this tender. To	be able to work on a response for the buyer you have	to be registered and logged in.	
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Published notices			
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UKRAINOS ATEITIES MOKYKLOS T	ARPTAUTINIS ATVIRAS ARCHITE	(TŪRINIO PROJEKTO KO	NKURSAS

- Additional information: Documents
 - Documents

NOTE:

When logging in, use the username and password you entered on the registration form.

The first time you log in, the system will ask you to change your password and to accept the CVP IS conditions.

I have read the conditions Cancel

2. Once logged in, you will see the CVP IS home window.Go to "Published notices"...

3. ... and there you will see public procurement notices window extended search. Enter procurement No. **707186** in the search field, click Search and click notice title when the system finds the procurement.



Centrinis viešųjų pirkimų portalas			EN LT Log in	(September 2017)
Notices till 1st July, 2017 Contracts Social enterprises list	Reports/protocols *	Annual procurement plan •	Unreliable suppliers Energy of	contract notices
Notice search • 1 All v 707186 Adaptyvios architektūros pr Published by: Viesoli įstaiga Centrine Notice type: Notice Tender Id: 707186	ojekto parengimo p projektų valdymo agentu	aslaugos Ta	Search Reference nr: 2024-692639 Deadline: 23/05/2034 Publish date: 21/02/2024	Sort by: Rank Filters Contract Type All Procedure Type All Notice type All Publication form All Sector All I I I I I I I I I I I I I I I I I

4. To accept an invitation, click "Accept"

CVP IS			O Close
Home / Public rft			
707186 - UKRAINOS ATEITIES MOKYKLOS KONKURSAS Cocept G Click 'Accept' to get access to the rft information. Before you accept, n number. When logged in you can find out if you click on View your preser you need to first login or register your company. In case you are unsure if	TARPTAUTINIS ATY make sure your user account is co ntation here! from your Home pu f the company is registered pleas	VIRAS ARCHITEKTŪRIN nnected to the correct organisation ige. If you can't see the Accept button e contact the helpdesk on	IO PROJEKTO
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NOTE:

Once you accept an invitation, the procurement will be seen on your CVP IS home window.

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5. When accepted, you can see the proposal submission window.

On "My Quotation" you can:

- View the procurement documents
- Attach the required documents to Envelope 1
- Attach the required documents to Envelop 2
- Submit the proposal.

Important! We recommend testing submission before the deadline.

After submitting, you can withdraw and modify your proposal until quotation deadline.

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Documents to be submitted electronicaly via CVP IS:

Envelope 1

- 1. Price offer
- 2. Explanatory note in digital format
- 3. Boards of the architectural proposal in digital format

(see Clause 14.8.1 of the Procurement Conditions)

Envelope 2

- 1. Code Details Form of the Participant
- 2. Joint operating agreement (if applicable)
- 3. ESPD
- 4. A power of attorney or other document (if applicable)
- 5. The consents of the third parties involved (if applicable)

(see Clause 14.8.2 of the Procurement Conditions)

Documents to be submitted physicaly:

Envelope 3

- **1. Explanatory note** in physical format
- 2. Boards of the architectural proposal in physical format

(see Clause 14.8.3 of the Procurement Conditions)

Delivery address: Lietuvos architektų sąjunga (The Lithuanian Union of Architects), Kalvarijų str. 1, LT-09310 Vilnius, Lithuania

Attention! Envelope 3 must be delivered to the above address no later than May 23, 2024, at 10 a.m. (Lithuanian time)*.

Please take into account possible delivery disruptions and allow sufficient time for the physical delivery of Envelope 3 before the deadline.

* Please note that this deadline may change if certain circumstances lead to an extension of the deadline. If you have any questions for the Contracting Authority about the terms and conditions of the procurement:

- Here you can see all messsages sent and recieved regarding the rft.
- Create a new message by clicking on the New Message.

Attention! The messaging feature (this window) is not intended to submit tenders. Do not send your tender using this window.

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Recommendations:

Do not wait until the last minute to submit the tender (Envelope 1 and Envelope 2) via CVP IS. Evaluate the risk of potential interference (CVP IS disturbances, internet connection speed, internet connection failure, power failure, change of computerized workplace settings, etc.).

We recommend that a **test submission of a proposal** via CVP IS be conducted before the deadline.

Once submitted, you can withdraw and modify your proposal at any time before the deadline.

Envelope 3 must be **delivered before the deadline**, taking into account possible delivery disruptions. Failure to deliver this envelope before the deadline will result in the rejection of the tender.

If you still have problems submitting proposals, please contact:

Laura Sungailaitė-Jurčė

Senior Procurement Specialist of Legal and Quality Control Division Tel. +370 64912635 Email: <u>L.Sungailaite-Jurce@cpva.lt</u>



