1. CONVOCATORIA Y DATOS GENERALES DEL PROCESO DE CONTRATACIÓN

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| 1. **DATOS DEL PROCESOS DE CONTRATACIÓN** | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Entidad Convocante | EMPRESA NACIONAL DE ELECTRICIDAD - ENDE | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 | | | | | | | | | | ENDE-ANPE-2024-006 | | | |  |
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| CUCE |  |  | - |  |  |  |  | - |  |  | - |  |  |  |  |  |  |  | - |  | - |  | Gestión | 2024 |  |

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| Objeto de la contratación | SERVICIO DE PORTERIA Y SERENAZGO PLANTA BAHIA Y PETTY RAY – GESTION 2024 | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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. 39.500,00 (Treinta y nueve mil quinientos 00/100 bolivianos) pagaderos de manera mensual* | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 (días calendario) | A partir de la suscripción del contrato hasta el 31 de diciembre del 2024. | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Lugar de Prestación del Servicio | La base de trabajo es la ciudad de Cobija (Departamento de Pando), en las instalaciones de la Planta Bahía y Petty Ray. | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Garantía de Cumplimiento  de Contrato  ***(Suprimir en caso de formalizar con Orden de Servicio)*** | ***El proponente adjudicado deberá constituir la garantía del cumplimiento de contrato o solicitar la retención del 7% o del 3.5% (según corresponda) del monto del contrato.***  ***Para servicios generales discontinuos deberá expresar que se procederá a realizar la retención del 7% de cada pago.*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 | | | | | | | | | | | | | |  | | | |
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| 1 | | | | 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 | | | | | | |  | | Calle Colombia esquina Falsuri N° 655 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Horario de Atención de la Entidad | | | | | | | | | | | | | | | 08:30 a 12:30 de 14:30 a 18:30. | | | | | | | | | | |
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|  | | | | | | |  | | | |  | |  | |  | |  | | *Nombre Completo* | | | | | | | | | | | | | | | | | | | | | |  | | *Cargo* | | | | | | | | | | |  | | *Dependencia* | | | | | | | | | | | |  | | | |
| Encargado de atender consultas | | | | | | | | | | | | | | | | |  | | Lic. Lilian Saavedra Acosta | | | | | | | | | | | | | | | | | | | | | |  | | Profesional Nivel IV – UADM 1 | | | | | | | | | | |  | | Unidad Administrativa | | | | | | | | | | | |  | | | |
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| Teléfono | | | | | 4520317  INT. 1285 | | | | | |  | | Fax | | | |  | | - | | | | | | | |  | | Correo Electrónico | | | | | | | | | | | | lilian.saavedra@ende.bo | | | | | | | | | | | | | | | | | | | | | | | | |  | |  | | | |
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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

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* |  |  |  |  |  |  |  |  |  |
|  | 02 |  | 02 |  | 2024 |  |  |  |  |  |  |  | ENDE Corporación - Calle Colombia esquina Falsuri N° 655 - Cochabamba |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 | Inspección previa (No es obligatoria) | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |
|  | - |  | - |  | - |  |  | - |  | - |  |  | No Corresponde |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 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.* |  |  |  |  |
|  | 16 |  | 02 |  | 2024 |  |  | 09 |  | 00 |  |  | **PRESENTACIÓN DE PROPUESTA: *Plataforma RUPE.*** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 | Inicio de Subasta Electrónica | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |
|  | 16 |  | 02 |  | 2024 |  |  | 09 |  | 01 |  |  |  |
| 7 | Cierre preliminar de Subasta Electrónica | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | 16 |  | 02 |  | 2024 |  |  | 09 |  | 49 |  |  |  |
| 8 | Apertura de Propuestas (fecha límite) (\*\*) | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | 16 |  | 02 |  | 2024 |  |  | 10 |  | 00 |  |  | De manera presencial:  En oficinas de ENDE de la calle Colombia esquina Falsuri Nº655 (Sala de Apertura)  De Manera Virtual:  Mediante el enlace:  <https://ende.webex.com/meet/ende.sala5> |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 | Informe de Evaluación y Recomendación de Adjudicación o Declaratoria Desierta (fecha límite) | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | 23 |  | 02 |  | 2024 |  |  |  |  |  |  |  |  |
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| 10 | Adjudicación o Declaratoria Desierta (fecha límite) | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |  |
|  | 29 |  | 02 |  | 2024 |  |  |  |  |  |  |  |  |  |
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| 11 | Notificación de la adjudicación o declaratoria desierta (fecha límite) | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | 04 |  | 03 |  | 2024 |  |  |  |  |  |  |  |  |
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| 12 | Presentación de documentos para la formalización de la contratación | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |  |
|  | 14 |  | 03 |  | 2024 |  |  |  |  |  |  |  |  |
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| 13 | Suscripción de Contrato o emisión de la Orden de Servicio | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |  |
|  | 21 |  | 03 |  | 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.*