CONVOCATORIA Y DATOS GENERALES DEL PROCESO DE CONTRATACIÓN

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| 1. **DATOS DEL PROCESOS DE CONTRATACIÓN** | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Entidad Convocante | **DIRECCIÓN ADMINISTRATIVA Y FINANCIERA DEL ÓRGANO JUDICIAL** | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 | | | | | | | | | | **DAF-OJ-ANPE Nº 06/2020** | | | |  |
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| CUCE | **2** | **0** | - | **0** | **6** | **6** | **0** | - | **0** | **2** | - | **1** | **0** | **5** | **0** | **2** | **4** | **4** | - | **1** | - | **1** |  | Gestión | **2020** |  |

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| Objeto de la contratación | **SUSCRIPCIÓN ANUAL DE UNA PLATAFORMA DE VIDEO CONFERENCIA PARA EL ÓRGANO JUDICIAL** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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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 | ***Bs138.240,00 (Ciento Treinta y Ocho Mil Doscientos Cuarenta 00/100 bolivianos)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| La contratación se formalizará mediante | **X** | Contrato | | | |  | Orden de Servicio | | | | | | | | | | | | | | | |  |  |  |  |  |  |  |
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| Plazo de Prestación del Servicio (días calendario) | ***El plazo máximo de entrega de la Solución, es de cinco (5) días calendario, computables a partir de la firma del contrato*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Lugar de Prestación del Servicio | ***La prestación del Servicio será realizado, en la Dirección Administrativa y Financiera del Órgano Judicial, en la Calle Aniceto Solares Nro. 64, esquina Calle Eduardo Pereira, de la ciudad de Sucre*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Garantía de Cumplimiento  de Contrato | ***El proponente adjudicado deberá constituir la garantía del cumplimiento de contrato o solicitar la retención del 7% o del 3.5% según corresponda.*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
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| Señalar para cuando es el requerimiento del Servicio General | **X** | Servicios Generales para la gestión en curso | | | | | | | | | | | | | | | | | | | | | | | | | |  |  |
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|  | Servicios Generales recurrentes para la próxima gestión *(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 | **OTROS RECURSOS ESPECÍFICOS** | | | | | | | | | | | | | | | | | | | |  | **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 Aniceto Solares Nro. 64, esquina Calle Eduardo Pereira** | | | | | | | | | | | | | | | | | | Horario de Atención de la Entidad | | | | | | | | **08:00 a 12:00** | | | |  |
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|  | | | | | | | |  |  |  |  | *Nombre Completo* | | | | | | | | | | |  | *Cargo* | | | | | |  | *Dependencia* | | | | | | |  |
| Encargado de atender consultas | | | | | | | | | | | | **Héctor Chinchilla Vaca** | | | | | | | | | | |  | **Jefe Unidad Nacional de Administración de Sistemas Informáticos y de Comunicación** | | | | | |  | **Dirección General Administrativa y Financiera** | | | | | | |  |
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| Teléfono | | | | | **464-41559** | | | |  | Fax | | **464-41559** | | | |  | Correo Electrónico | | | | | | **jjporcel@organojudicial.gob.bo** | | | | | | | | | | | | | |  |  |
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| 1. **CRONOGRAMA DE PLAZOS** | | | | | | | | | | | | | | | | | |
| **El cronograma de plazos previsto para el proceso de contratación, es el siguiente:** | | | | | | | | | | | | | | | | | |
| **ACTIVIDAD** | | | **FECHA** | | | | | | | **HORA** | | | | | **LUGAR Y DIRECCIÓN** | | |
|  | Publicación del DBC en el SICOES y la Convocatoria en la Mesa de Partes | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |  |  |
|  | 20 |  | 07 |  | 2020 |  |  | 10 |  | 00 |  | Secretaria Unidad Nacional Administrativa; DAF Órgano Judicial; Calle Aniceto Solares N° 64; ciudad de Sucre |
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|  | Inspección previa | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |
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|  | Consultas Escritas | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |
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|  | Reunión Informativa de aclaración | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |
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|  | Fecha límite de Presentación y Apertura de Propuestas | |  | *Día* |  | *Mes* |  | *Año* |  |  | *Hora* |  | *Min.* |  |  |
|  | 24  24 |  | 07  07 |  | 2020  2020 |  |  | 10  10 |  | 00  30 |  | **Presentación de Propuestas:** Secretaria Unidad Nacional Administrativa; DAF Órgano Judicial; Calle Aniceto Solares N° 64; ciudad de Sucre  **Apertura de Propuestas:** Sala de reuniones Unidad Nacional Administrativa; DAF Órgano Judicial; Calle Aniceto Solares N° 64; ciudad de Sucre |
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|  | Presentación del Informe de Evaluación y Recomendación al RPA | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |
|  | 27 |  | 07 |  | 2020 |  |  |  |  |  |  |  |
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|  | Adjudicación o Declaratoria Desierta | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |
|  | 29 |  | 07 |  | 2020 |  |  |  |  |  |  |  |
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|  | Notificación de la adjudicación o Declaratoria Desierta (fecha límite) | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |
|  | 30 |  | 07 |  | 2020 |  |  |  |  |  |  |  |
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|  | Presentación de documentos para la formalización de la contratación. | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |
|  | 05 |  | 08 |  | 2020 |  |  |  |  |  |  |  |
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|  | Suscripción de contrato o emisión de la Orden de Servicio. | |  | *Día* |  | *Mes* |  | *Año* |  |  |  |  |  |  |  |
|  | 11 |  | 08 |  | 2020 |  |  |  |  |  |  |  |
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