

Form No. 2 to BKK Procurement Regulations, CEO Instruction No. 30/VIG/1**Request for Quotation**

Reference number:	1700/41-3/2025/1700
subject:	Request for Quotation – procurement procedure for the – „ Procurement of an Automated Data Collection Service ”
Contact person:	Bódi Barbara Daniella
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e-mail:	barbaradaniella.bodi@bkk.hu

Dear Economic Operator!

We hereby request your quotation based on this Request for Quotation and its attachments.

Subject of the Request for Quotation
Procurement of an Automated Data Collection Service**Contracting Authority**

Name: BKK Budapesti Közlekedési Központ Zártkörűen Működő Részvénytársaság
Registered office: 1075 Budapest, Rumbach Sebestyén utca 19-21.
Company registration number: 01-1-046840
Tax number: 23028966-4-44
Email: beszerzes2@bkk.hu

Scope of the Successful Tenderer's Tasks

A detailed description of the tasks is provided in Annex 1 – Technical Specification.

Type of Contract service contract

Deadline for Performance:

The Contractor shall be obliged to perform its contractual Tasks in full, in accordance with the contract, and free from errors and omissions by 10 December 2026 at the latest; failure to meet this deadline shall give rise to a penalty.

Planned Date of Contract Conclusion

As soon as possible following the announcement of the results.

Payment Terms

Payment shall be made by bank transfer within a minimum of 30 days and a maximum of 60 days following receipt of the invoice submitted after the performance has been duly verified and accepted.

Detailed Rules for Participation in the Procedure

BKK Zrt. will conduct the procurement procedure electronically via the Microsoft Outlook email system.

Clarification and provision of additional information:

In connection with the submission of an offer and in order to prepare a proper offer, the Tenderer may request additional information or clarification regarding the contents of the invitation to tender and the related documents no later than 12:00 noon on the second working day preceding the deadline for submission of tenders. The Contracting Authority may, at its discretion, respond to questions received after this deadline, but does not guarantee that such questions will be answered.

Written questions may be submitted by email to barbaradaniella.bodi@bkk.hu. The Contracting Authority will respond to the questions received no later than the working day preceding the deadline for submission of tenders, also via the Microsoft Outlook email system.

1.1 Deadline for Submission of Tenders

31 August 2026, 13:00 (01.00 pm)

1.2 Method of Submission of Tenders

The tender documents (Tender Form, Declarations, Reference Declaration, etc.) must be duly signed by an authorized representative of the company (optionally with an electronic signature), scanned and submitted in PDF format by email to barbaradaniella.bodi@bkk.hu by the specified deadline.

The Tenderer shall be responsible for submitting all information requested in the tender, as well as for the accuracy and truthfulness of such information.

1.3 Period of Validity of the Tender: 60 days

2. Suitability requirement:

M/1. The tenderer shall have, within the 36 months preceding the date on which the invitation to tender was issued, at least three (3) reference projects involving the design, implementation, and operation of continuous automated data collection systems for the analysis of different categories of road users and modes of transport, and/or the design, implementation, and operation of online data transmission and data visualization platforms.

Method of verification: submission of a reference declaration. The reference declaration must contain at least the following information:

- the name of the other contracting party,
- central contact details of the other contracting party (phone number and/or e-mail address) or the name and contact details of a contact person (name, phone number and/or e-mail address),
- the subject of the contract in such a way that compliance with the prescribed suitability requirement can be clearly established from it,
- the time or duration of performance (in case of duration, indicating the start and end with year, month, day accuracy),
- whether the performance was in accordance with the contract (yes/no).

The reference declaration template is contained in Attachment No. 4.

3. Evaluation of Tenders

The submitted tenders will initially be evaluated with regard to eligibility and validity. In the event that BKK Zrt. issues a request for supplementation, the Tenderer will have the opportunity to fully remedy any deficiencies in its submitted tender.

A tender shall be deemed invalid and shall not participate in the further evaluation if:

- the Tenderer fails to comply with a request for supplementation within the specified deadline;
- the Tenderer provides false information during the procedure;
- the Tenderer submits its tender after the deadline;
- a Tenderer, candidate, subcontractor, or economic operator whose capacity is relied upon for the purpose of demonstrating eligibility may not participate in the procedure if such entity:
 - has committed any of the following criminal offences, and the commission of the offence has been established by a final and binding court judgment within the preceding five years, until the legal consequences associated with its criminal record have ceased to apply:
 - **aa)** participation in a criminal organisation, including the commission of a criminal offence as part of a criminal organisation, under Act IV of 1978 on the Criminal Code (hereinafter: the **1978 Criminal Code**) or Act C of 2012 on the Criminal Code (hereinafter: the **Criminal Code**);
 - **ab)** bribery, influence peddling, trading in influence, bribery in international relations, trading in influence in international relations, breach of trust in the management of assets, negligent management of assets under the 1978 Criminal Code, as well as corruption-related criminal offences specified in Chapter XXVII of the Criminal Code, and breach of trust in the management of assets or negligent management of assets under the Criminal Code;
 - **ac)** budget fraud, infringement of the financial interests of the European Communities under the 1978 Criminal Code, or budget fraud under the Criminal Code;
 - **ad)** terrorism, as well as incitement, aiding and abetting, or attempted terrorism under the 1978 Criminal Code or the Criminal Code;

- **ae)** money laundering under the 1978 Criminal Code or the Criminal Code, or terrorist financing under the Criminal Code;
 - **af)** human trafficking and forced labour under the 1978 Criminal Code or the Criminal Code, as well as forced labour under the Criminal Code applicable prior to the entry into force of Act V of 2020 amending certain laws necessary to combat the exploitation of victims of human trafficking;
 - **ag)** agreements restricting competition in public procurement and concession procedures under the 1978 Criminal Code or the Criminal Code;
 - **ah)** an offence under the personal law of the economic operator that is similar to those listed in points (a)–(g);
- the Tenderer is undergoing **voluntary liquidation**, a court order has been published ordering the commencement of **bankruptcy proceedings** against it, **liquidation proceedings** have been finally ordered against it, or similar proceedings are pending under the personal law of the economic operator, or the economic operator is in a similar situation under its personal law;
 - the Tenderer has failed to fulfil a **tax, customs or social security contribution payment obligation** that has been overdue for more than one year, unless it has paid the outstanding amount and any applicable interest and penalties by the date of submission of the tender or request to participate, or has been granted a deferral for payment;
 - the Tenderer has **suspended its activities**, or its activities have been suspended;
 - the commission of a criminal offence in connection with the Tenderer's **economic or professional activities** has been established by a final and binding court judgment within the preceding three years;
 - the Tenderer fails to comply with the **data/information provision obligations prescribed by BKK Zrt.** (e.g. documents required for assessing eligibility are missing, remain missing even after the submission of supplementary documents, or do not contain the requested information).

An offer may be declared invalid if:

- the Tenderer accepts the technical specifications subject to restrictive conditions;

- the Price Offer is not submitted in accordance with Annex 2 (Tender Form);
- the Tenderer accepts the Tenderer's Declaration subject to restrictive conditions.

4. Evaluation criteria:

BKK Zrt. evaluates the incoming offers according to the method of complex evaluation (most economically advantageous tender).

The offer price must be provided in Attachment No. 2 (Offer Form) (where applicable, detailed price offer) in a net HUF + VAT amount, and the payment deadline must be provided in calendar days. This price includes all costs arising for the completion of the task, including taxes, duties, public burdens, insurance, and other fees payable by the Tenderer, which are necessary for the submission of the offer and the full performance of the contract.

With regard to the offer price as an evaluation sub-criterion, the evaluation is carried out according to the following method:

Inverse proportionality (where the lowest value is the best).

$$P = [(A_{\text{best}} / A_{\text{examined}}) * (P_{\text{max}} - P_{\text{min}})] + P_{\text{min}} \quad P = \text{score}$$

A_examined = value of the examined offer

A_best = the lowest value among all offers

P_max = 100

P_min = 0

With regard to the payment deadline as an evaluation sub-criterion, the evaluation is carried out according to the following method:

Direct proportionality (where the highest value is the best).

$$P = [(A_{\text{examined}} / A_{\text{best}}) * (P_{\text{max}} - P_{\text{min}})] + P_{\text{min}} \quad P = \text{score}$$

A_examined = value of the examined offer

A_best = the highest value among all offers

P_max = 100

P_min = 0

BKK Zrt. will notify all Tenderers in writing of the outcome of the procedure.

5. Rights of the Contracting Authority

BKK Zrt. reserves the right to negotiate with Tenderers regarding the technical content and, where applicable, the contractual terms, and/or to conduct price negotiations in relation to the submitted tenders. However, if, following the opening and review of the technical and/or price offers, it becomes apparent that the most favourable offer has been received, BKK Zrt. may accept such offer without negotiations.

Accordingly, Tenderers are advised to submit their most competitive offer in order to maximise their chances of being selected.

As the Contracting Authority, BKK Zrt. reserves the following rights in connection with this procurement procedure:

- a. BKK Zrt. reserves the right to amend any of the tender conditions set out in the Request for Quotation or otherwise communicated to the Tenderers. The Contracting Authority may amend the tender conditions in such a manner and at such time as to ensure that the Tenderers have an adequate period of time to prepare their offers. BKK Zrt. will notify the Tenderers of any amendment in writing. BKK Zrt. shall bear no liability towards the Tenderers for any consequences that may arise from such amendments. Any amendments shall form an integral and inseparable part of the Request for Quotation and any subsequent contract/order.
- b. BKK Zrt. may extend the deadline for submission of tenders. The extended deadline will be communicated to the Tenderers by written notification.
- c. BKK Zrt. reserves the right to suspend, terminate or withdraw the procurement procedure at any stage, without giving reasons. Any suspension, termination or withdrawal will be communicated to the Tenderers in writing. BKK Zrt. shall bear no liability towards the Tenderers for any consequences arising from such suspension, termination or withdrawal.
- d. This Request for Quotation shall not be construed as a contractual offer or any other commitment made by BKK Zrt. The procedure will be conducted in accordance with BKK Zrt.'s internal instructions and regulations. BKK Zrt. draws the Tenderers' attention to the fact that it will only accept offers covering the full and complete performance of the tasks specified in this procurement procedure.

e. Tenderers, regardless of whether or not they submit an offer, shall treat the details of the Request for Quotation and its annexes as business secrets and confidential information.

BKK Zrt. shall not be liable for any costs incurred in connection with the preparation, submission or possible amendment of an offer, and the Tenderer may under no circumstances claim reimbursement of such costs from BKK Zrt.

f. BKK Zrt. expressly states that the selection of a Tenderer (notification of the results of the procedure) does not constitute acceptance by BKK Zrt. of the selected Tenderer's offer. Accordingly, pursuant to Section 6:74 (2) of the Hungarian Civil Code, such selection does not create an obligation to place an order. The contractual relationship between the parties shall only arise upon the mutual signing of the contract/order subsequently executed in writing, attached to this Request for Quotation and finalised by BKK Zrt.

Until the final order has been signed, BKK Zrt. may at any time decide not to enter into a contract with the selected Tenderer and may also initiate a new request for quotation.

g. By submitting its offer, the Tenderer irrevocably accepts and confirms all provisions and conditions set out in this documentation.

h. The Tenderer acknowledges that the procurement procedure and any contract subsequently concluded shall be governed by Hungarian law. Any disputes arising between the contracting parties shall primarily be resolved through negotiations. If such negotiations are unsuccessful, the dispute shall fall within the jurisdiction and competence of the court having general jurisdiction and competence under Act CXXX of 2016 on the Code of Civil Procedure.

i. The Tenderer is entitled to engage subcontractors. If submitting an independent offer, the Tenderer may not submit a joint offer with another Tenderer and may not act as a subcontractor of another Tenderer.

Annexes:

1. Technical Specification
2. Tender Form
3. Tender Declaration
4. Declaration on Subcontractors
5. Reference Declaration
6. DECLARATION on compliance with the requirements set out in Section 41 (6) of Act CXCV of 2011 on Public Finances

Documents to Be Attached to the Submitted Tender:

1. Tender Form
2. Tender Declaration
3. Declaration on Subcontractors
4. DECLARATION on compliance with the requirements set out in Section 41 (6) of Act CXCV of 2011 on Public Finances
5. Reference Declaration

Budapest,

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Lánci Viktória
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