

NOTICE OF OPEN CONSULTATION

OPEN CONSULTATION No.: 004/DAM/ARPCE/2025 FOR THE DEVELOPMENT OF A NEW PROCUREMENT PROCEDURE AND SUPPORT FOR ITS IMPLEMENTATION FOR THE BENEFIT OF THE REGULATORY AUTHORITY OF POST AND ELECTRONIC COMMUNICATIONS

Following the unsuccessful outcome of the second consultation, the Regulatory Authority for Posts and Electronic Communications (ARPCE) is relaunching for the third time an open consultation for the development and implementation of a new procurement procedure.

CONDITIONS OF PARTICIPATION:

This open consultation is addressed to service providers, established as natural or legal persons, who specialize in one or more of the following fields:

Audit firms, and/or administrative support, and/or legal consulting, as well as training schools and/or institutions, possessing all the human resources required to carry out the services specified in this terms of reference.

Bidders must have completed at least one (01) service related to the development and drafting of procedures, duly proven by certificates of good performance.

To this end, bidders who fail to provide the supporting documents related to the above-mentioned requirement will have their offers rejected.

PLACE OF TERMS OF REFERENCE WITHDRAWAL

This terms of reference can be collected and/ or transmitted by all means. Interested candidates or their duly authorized representatives with a power of attorney may withdraw the terms of reference can directly withdraw the terms of reference relating to this consultation at the following address:

The Regulatory Authority Of Post And Electronic Communications (ARPCE)
01, Rue Kaddour Rahim, Hussein Dey - Algiers - 16005 - Algeria
(Administration and Resources Department)

Candidates may receive the terms of reference by email on condition that common requirements of withdrawal are met: the habilitation of the candidate's representative and formal transcription of the delivery process (Date, identification of the candidate, confirming the receipt of the terms of reference by the candidate).

Application for the terms of reference by electronic means, must be sent to the following email address:
"mg.projets@arpce.dz"

III. DOCUMENTS TO BE PROVIDED:

Offers must include an "application file", a "technical offer" and a "financial offer", according to article 14 of the terms of reference.

The "application file", "technical offer" and "financial offer", to be drawn up without erasure or overwriting, must be put in separate and sealed envelopes, indicating the name of the company, the reference and purpose of the consultation and the mention "application file"; "technical offer", "financial offer" depending on the case.

The three (03) envelopes listed above must be inserted in a single envelope, sealed and anonymous, with the following statement:

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WITH THE OBJECT OF:

**THE DEVELOPMENT OF A NEW PROCUREMENT PROCEDURE AND SUPPORT FOR ITS
IMPLEMENTATION FOR THE BENEFIT OF THE REGULATORY AUTHORITY OF POST AND
ELECTRONIC COMMUNICATIONS**

“TO BE OPENED ONLY BY THE COMMISSION FOR OPENING FOLDS AND EVALUATING BIDS”

IV. DURATION OF BID'S PREPARATION:

The duration of bid's preparation shall be **Fifteen (15) calendar days** from the date of first release of this notice of open consultation on the Website of the ARPCE. If this date coincides with a public holiday or a day of rest, the duration of bid's preparation will be extended to the next working day.

V. DEADLINE FOR SUBMISSION OF BID:

The date for the submission of offers is set at the last day of the duration of bid's preparation, as indicated in Article 11 of this terms of reference.

(Any offer received by the contracting department after the deadline of submission of bid will be rejected).

VI. PLACE OF SUBMISSION OF BIDS:

Offers must be submitted at the following address:

The Regulatory Authority Of Post And Electronic Communications (ARPCE)

01, Rue Kaddour Rahim, Hussein Dey - Algiers - 16005 - Algeria

(Administration and Resources Department - Registry office)

VII. OPENING OF ENVELOPES:

The commission for opening folds and evaluating bids will open the envelopes containing the application file, the technical offer and the financial offer.

It will take place on the day corresponding to the date of submission of offers, at **14:00**, at the ARPCE headquarter. If this day coincides with a public holiday or day of rest, the opening of envelopes shall be on the next working day.

VIII. PERIOD OF BIDS VALIDITY

The bidders will remain committed by their bids for a period equal to the duration of bid's preparation, extended for three (03) months from date of submission of bids.

In case of the retained bidder, the period of bid validity shall be systematically extended for one (01) additional month.