

PUBLIC PROCUREMENT

**” REALSWIPE INTERNAL-PROCESS AUTOMATION PLATFORM
(ARTIFICIAL INTELLIGENCE, AI) PURCHASE OR SYSTEM
DEVELOPMENT”**

PROCUREMENT IDENTIFICATION NO. 1/RS/IT/2026

REGULATIONS

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1. GENERAL INFORMATION

1.1. Limited Liability Company SIA "RealSwipe" (hereinafter — the Contracting Authority) is organising the procurement "RealSwipe internal-process automation platform (Artificial Intelligence, AI) purchase or system development", procurement identification No. 1/RealSwipe/IT/2026.

1.2. **Contracting Authority's details:**

Name:	SIA "RealSwipe"
Reg. No.	40203686460
VAT No.	-
Legal address:	Rīga, Ģertrūdes iela 39 - 2, LV-1011
Actual address:	Rīga, Ģertrūdes iela 39 - 2, LV-1011
Telephone:	+37129226375

1.3. **Contracting Authority's contact person:** SIA "RealSwipe" Board Member Konstantīns Bužņecs, +37129226375, Realswipe.io@gmail.com.

1.4. **Procurement procedure:** procurement (hereinafter - the Procurement), in accordance with Cabinet of Ministers Regulation No. 104 of February 28, 2023, "[Regulations on the procurement procedure and its application procedure for projects financed by the contracting authority](#)" (hereinafter - Cabinet Regulation No. 104).

1.5. The procurement is planned within the framework of the European Union Cohesion Policy Programme 2021–2027, specific objective 1.2.2 "Reaping the benefits of digitisation for business development", measure 1.2.2.1 "Support for process digitisation in commercial activity".

1.6. **Procurement subject:** RealSwipe internal-process automation platform (Artificial Intelligence, AI) purchase or system development

1.7. As a result of the procurement, a Procurement Contract (hereinafter also - the Contract) will be concluded.

1.8. **Place and term of execution of the Contract (obligations):** Place – Rīga, Ģertrūdes iela 39 - 2, LV-1011. The latest planned handover term of the **Contract is 30.11.2027.**

1.9. **Proposal selection criterion:** The Contracting Authority selects the tenderer's proposal that is the most economically advantageous for the Contracting Authority and best satisfies its needs, as well as ensures the efficient use of the funding allocated by the Contracting Authority.

1.10. **Proposal validity period:**

1.10.1. The validity period of the tenderer's proposal is 90 days, counting from the day of opening the proposals.

1.10.2. Proposals with a shorter validity period will be left without consideration.

1.10.3. The Contracting Authority may ask the tenderers to extend the validity period of the proposal for a certain time. The request and the tenderers' response must be sent in writing by e-mail, post, or fax in accordance with the procedure specified in these regulations.

1.10.4. The tenderer has the right to refuse to extend the validity period of the proposal. In this case, the tenderer does not lose the proposal security.

1.11. **Access to procurement documents and provision of additional information:**

1.11.1. Additional exchange of information between the Contracting Authority and Interested suppliers takes place in writing by sending information to SIA "RealSwipe" Board Member Konstantīns Bužņecs, +37129226375, Realswipe.io@gmail.com.

1.11.2. SIA "RealSwipe" provides access to the procurement documentation on the company's website <https://realswipe.info/> from the day the notice on the planned contract is published on the platform of the Procurement Monitoring Bureau.

2. PROCEDURE FOR SUBMISSION AND PREPARATION OF THE PROPOSAL

2.1. The proposal must be submitted by **September 15, 2026, at 16:00**, by electronic mail, signed with a secure electronic signature, sending it to SIA "RealSwipe" Board Member Konstantīns Bužņecs, Realswipe.io@gmail.com.

2.2. The received proposals will be registered in the order of their submission. The list of tenderers shall indicate the tenderer's name, address, telephone and fax number (if any), e-mail address, as well as the date and time of proposal submission. The Commission ensures that the list of tenderers is not disclosed until the opening of the proposals.

2.3. The Contracting Authority ensures the storage of the submitted proposal so that the proposal information is not accessible to anyone until the moment of opening the proposal.

2.4. Preparation of the proposal:

2.4.1. The tenderer, submitting the proposal electronically, must prepare and submit:

2.4.2. The Proposal in 1 (one) copy, consisting of an electronically signed or signed and scanned Proposal in accordance with the Proposal form (Annex No. 2) and other documents mentioned in paragraph 4.1.

3. CONDITIONS FOR EXCLUSION OF THE TENDERER, QUALIFICATION REQUIREMENTS

3.1. The Contracting Authority shall not conclude a Contract with such a supplier with whom it is in a conflict of interest under Cabinet Regulation No. 104.

3.2. The tenderer must meet the following qualification requirements:

No.	Requirement	Documents to be submitted
3.2.1.	The tenderer is registered in the Commercial Register of the Enterprise Register of the Republic of Latvia (hereinafter – LR UR) or in an equivalent register abroad in the cases and procedures specified in regulatory acts, in accordance with the requirements of the regulatory acts of the respective country;	Information regarding tenderers registered in the LR UR Commercial Register will be verified in a publicly accessible database. Tenderers registered abroad must submit a certified copy of the registration certificate or a document issued by an equivalent institution confirming registration.
3.2.2.	The tenderer's official who has signed the proposal documents has representation (signature) rights consolidated in the procedure specified by law, or an authorised person has been issued a power of attorney with relevant content;	A document issued by the Enterprise Register or an equivalent institution certifying the person's right to sign the proposal documents. Or the original or a certified copy of the power of attorney issued by the mentioned person.
3.2.3.	The tenderer has the following experience during the previous three years until the moment of proposal submission:	Implemented at least 1 equivalent project, carried out the development and sales of "Digital software".

4. DOCUMENTS TO BE SUBMITTED

4.1. The tenderer must submit:

4.1.1. The tenderer's application for participation in the Procurement and the financial proposal (Annex 2).

4.1.2. The tenderer's experience overview (Annex 3).

4.1.3. Technical proposal (Annex 4).

5. REQUIREMENTS FOR THE TECHNICAL AND FINANCIAL PROPOSAL

5.1. Technical proposal requirements:

5.1.1. The tenderer must prepare the technical proposal in accordance with the requirements of the technical specification, including all points and requirements of the technical specification.

5.1.2. Planned execution term of the works: **30.11.2027**.

5.2. Financial proposal requirements:

5.2.1. The financial proposal price must be fixed during the entire execution of the Contract – additional funding from the Contracting Authority during the execution of works is not planned. All prices in the proposal documents must be indicated in euros (EUR), excluding value added tax. Value added tax in the amount specified in the valid regulatory acts must not be included in the proposal price but must be indicated separately.

5.2.2. Prices in the financial proposal shall be indicated with no more than 2 decimal places.

5.2.3. Financial proposals exceeding 450,000 EUR excluding VAT will not be considered and will be rejected.

6. PROPOSAL EVALUATION PROCEDURE

6.1. The proposal will be rejected if:

- 6.1.1. An exclusion condition applies to the tenderer or a person indicated by the tenderer, on whose capabilities the tenderer relies to certify that its qualification meets the requirements set in the regulations;
- 6.1.2. The tenderer has not submitted the documents requested in point 4 of the technical specification;
- 6.1.3. The application for participation in the procurement is not included in the Tenderer's proposal or does not meet the requirements set in the regulations;
- 6.1.4. The tenderer has not submitted the qualification documents requested in the regulations or does not meet the tenderer qualification requirements;
- 6.1.5. During the work of the Commission, it is established that the Tenderer, when submitting the proposal, has provided false information for the assessment of its qualification.
- 6.1.6. If the Commission finds that an abnormally low proposal has been submitted, the Commission will request a detailed explanation of the essential conditions of the proposal and will evaluate it in the context of the data compiled by the State Revenue Service on the average hourly tariff rates of the Tenderer or its subcontractor in professional groups.
- 6.2. After checking the format of the proposal, assessing the compliance of the tenderer's qualification, as well as evaluating the compliance of the technical and financial proposal, the Contracting Authority, if necessary, in accordance with Cabinet Regulation No. 104, shall negotiate with the Tenderers who have submitted their initial proposal in the procedure provided for in the regulations. During the negotiations, the Contracting Authority aligns the suppliers' capabilities with its needs. Negotiations will not be held if the respective tenderer has submitted a proposal corresponding to the Contracting Authority's requirements, which indicates that the proposal is final and will not be revised, or from which it can be concluded that the proposal is final and will not be revised (for example, if a product is offered that cannot be manufactured or adapted to the Contracting Authority's needs, and the supplier has indicated all product parameters and Contract terms essential for decision-making, as well as has not included an indication of the possibility of negotiations). During the negotiations, the Contracting Authority has the right to request an explanation, supplementation, or improvement of the financial and/or technical proposal. If the Contracting Authority considers that a proposal meeting its needs has been obtained, it asks the Tenderers with whom negotiations have taken place to confirm their final proposal. A deadline of at least three working days is set for providing confirmation.
- 6.3. At any time until the final decision is made on the choice of the supplier with whom to conclude the service, the Contracting Authority has the right to invite other suppliers to submit initial proposals, as well as to invite them to negotiations.
- 6.4. The Contracting Authority selects from the offers the offer of the Applicant that is economically most advantageous for the Client and best satisfies its needs, as well as ensures the effective use of the funding allocated by the Client and has obtained the highest number of points. The maximum number of points to be obtained is 100 points. The offer with the highest total number of points is selected, guided by the following criteria.

No.	Criterion	Max. points	Point calculation
1.	Scope of intellectual property rights transferred Note: The minimum (transfer of custom-developed components) is a mandatory requirement under the Technical Specification; proposals below it is rejected	15	15p — full transfer of intellectual property rights in the entire delivered solution, without restriction; 7p — transfer of rights in custom-developed components plus a perpetual, unrestricted, transferable licence to the product core; 0p — transfer of rights in custom-developed components plus a standard perpetual licence to the product core.
2.	Experience in equivalent projects Both implementations of the tenderer's own product and bespoke development projects are counted, provided that the tenderer adapted and launched a digital system. (Annex 3)	20	20p — three or more equivalent projects completed in the previous three years; 10p — two equivalent projects completed in the previous three years;

			0p — one equivalent project completed in the previous three years.
3.	Proposal price	60	Number of points = $60 \times (A_x : A_y)$, where: A_x — the lowest proposed contract price; A_y — the submitted proposal's contract price.
4.	Support for additional interface languages Note: Provision of Latvian (LV) and English (ENG) language interfaces is a mandatory minimum requirement under the Technical Specification.	5	5p — interface support provided for at least 2 additional languages beyond the mandatory minimum (LV+ENG); 3p — interface support provided for 1 additional language beyond the mandatory minimum (LV+ENG); 0p — support provided for basic languages (LV and ENG) only (meets minimum requirement, no extra points).

6.4.1. Accompanying rules

- 6.4.1.1. Scores are calculated on the basis of the final proposals confirmed by the tenderers after negotiations, not on the initial proposals.
- 6.4.1.2. Failure to submit the supporting information required for a scored criterion results in zero points for that criterion; it is not in itself a ground for rejection.
- 6.4.1.3. Failure to meet a mandatory requirement of the Technical Specification is a ground for rejection.
- 6.4.1.4. In the event of an equal total score, the proposal with the lower price is selected.

6.4.2. Mandatory requirements (pass/fail, not scored) For clarity, the following are threshold requirements:

- 6.4.2.1. Coverage of all functional modules of Section 4 of the Technical Specification;
- 6.4.2.2. Data storage and deployment within the EU;
- 6.4.2.3. No transmission of internal or sensitive data to external LLM APIs;
- 6.4.2.4. Transfer of intellectual property rights in custom-developed components as a minimum;
- 6.4.2.5. A 12-month warranty and support period;
- 6.4.2.6. Delivery no later than the specified date;
- 6.4.2.7. Compliance with the qualification requirements.

6.5. The Commission evaluates the proposals subject to the following conditions:

- 6.5.1. During the negotiations, the Contracting Authority does not recognize as non-compliant and does not reject the Tenderer's proposal solely because the proposal does not comply with the set standards, if the Tenderer, by submitting the initial proposal or by specifying it during the negotiations, proves with the manufacturer's technical documentation or a certificate issued by a competent institution on the test results that the proposal is equivalent and satisfies the Contracting Authority's requirements;
- 6.5.2. The Contracting Authority will open the initial proposals in a closed meeting without the participation of the tenderers on September 15, 2026, at 16:00.

7. ANNOUNCEMENT OF RESULTS AND CONTRACT CONCLUDING PROCEDURE

- 7.1. The Contracting Authority shall inform all tenderers who have submitted initial proposals about the decision to grant the right to conclude the Contract as soon as possible, but no later than within five working days after the decision is made, by delivering the information personally or sending it by post, fax, or electronic mail indicated in the tenderer's proposal. In addition, the Contracting Authority informs the tenderer granted the right to conclude the Contract of the time and procedure for concluding the Contract.

- 7.2. If the Procurement procedure is to be performed or has been performed before the submission of the project application to the Responsible Institution, the Contracting Authority publishes a notice on the results of the Contracting Authority's Procurement procedure on the IUB website on the Internet before the project application is submitted to the Responsible Institution.
- 7.3. The Contracting Authority is entitled to terminate the Procurement procedure at any time. In this case, the Contracting Authority shall inform all Tenderers invited to negotiations and all Interested suppliers who have submitted initial proposals about it as soon as possible, but no later than within five working days after the decision on terminating the Procurement procedure is made, by delivering the information personally or sending it by post, fax, or electronic mail, as well as publish a notice on the termination of the Contracting Authority's Procurement procedure on the IUB website on the Internet.
- 7.4. The Commission may decide to terminate or extend the Procurement procedure if no proposal has been submitted or no proposal corresponding to the regulations has been submitted, or for another objectively justified reason.
- 7.5. The final wording of the Contract is developed after the announcement of the results in accordance with the requirements included in the description and the proposal submitted by the selected Tenderer, observing the following:**
- 7.5.1. The subject of the Contract and its parties are not changed;
- 7.5.2. The terms of the Contract that have been the basis for the selection of the specific proposal in the Procurement procedure and which the Contracting Authority has referred to as the advantages of the selected proposal (for example, the quality level of the offered services, contract execution terms, and payment terms) to justify the economic advantageousness of the proposal are not significantly changed. Significant changes to the contract terms are changes that could affect the choice of proposal in the Procurement procedure. Before making amendments to the Contract, the Contracting Authority receives the approval of the respective Responsible Institution for making the amendments if it is provided for in the regulatory acts on the allocation of funding. The mentioned approval for making amendments is necessary if the Procurement procedure has been performed and amendments are to be made after the decision of the Responsible Institution (conclusion of the contract) on the allocation of financial resources for the implementation of the project.
- 7.6. The following basic terms of the Contract will be included in the draft Contract:**
- 7.6.1. An advance payment will not be made;
- 7.6.2. Payments are made for the volume of work performed, in accordance with the invoice presented by the contractor, no later than within 30 days from the day of receiving the presented invoice;
- 7.6.3. In the event of an unjustified and uncoordinated extension of the Contract execution term, the Contracting Authority has the right to apply a contractual penalty to the contractor in the amount of 0.01% of the contract price for each delayed day, ensuring that the total contractual penalty does not exceed 10% of the Contract price;
- 7.6.4. During the execution of the Contract, by mutual agreement, the contracting parties can replace materials and/or technical solutions with equivalent materials and/or technical solutions if the replacement of the mentioned material and/or technical solution is objectively justified and evidence confirming the objectivity of the mentioned replacement is retained. The replacement of materials and/or solutions can also be performed in cases where during the execution of the Contract it has become known about innovative previously unknown materials/solutions that promote the qualitative execution of the Contract;
- 7.6.5. If the Tenderer who has been granted the right to conclude the Contract does not sign the Contract at the time indicated by the Contracting Authority, the Contracting Authority is entitled to consider that the tenderer selected in the Procurement has refused to execute the order. In this case, the Commission is entitled to invite the tenderer whose proposal is the next most economically advantageous to contract negotiations.