

## REQUIREMENTS FOR SUPPLIERS

The Supplier must comply with the minimum requirements for the Supplier’s qualifications set out in Table 1 “**Requirements for the Qualification of the Supplier**”. Suppliers (or their personnel) must acquire the required qualifications set out in Table 1 before the closing date for submission of tenders.

*Table 1 “Requirements for the Qualification of the Supplier”*

No.	Qualification requirements	Documents proving qualification requirements	Application of the requirement
<b>1.</b>	<b>Category 1 “General and operational civil liability insurance services”</b>		
1.1.	<p><b>Right to carry on business</b></p> <p>Has the right to provide <b>General civil liability</b> insurance services (type of activity specified by the Bank of Lithuania).</p>	<p>A valid insurance licence issued by the Bank of Lithuania or another supervisory authority (authorisation for the operation of a branch of a foreign insurance company) or other document authorising the performance of insurance activities in category 1, or a valid document authorising the performance of insurance activities in category 1 issued by the relevant authority in the country where the supplier is registered.</p> <p>The Buyer shall not require additional documentation to prove compliance with this requirement, provided that the Buyer has the possibility to check the data in a publicly available national database, free of charge: <a href="#">Financial market participants   Bank of Lithuania (lb.lt)</a>.</p>	<p>1) If the tender is submitted by a group of Suppliers <u>associated in a joint operation</u>, the requirement must be met by each member(s) of the group of Suppliers, in accordance with the commitments they have entered into for the performance of the procurement contract;</p> <p>2) A supplier may rely on the <u>capacities of other economic operators</u> only if the entities whose capacities have been relied on will themselves supply the goods, services or works for which their capacities are required;</p> <p>3) <u>Sub-suppliers</u> used by the Supplier for the performance of the Contract (whose capabilities are not relied upon by the Supplier to meet the qualification requirements set out in the Procurement Documents) must have the right to engage in the activities for which they are used. The Supplier undertakes that the Contract will be performed only by persons entitled to do so. At the request of the Buyer, the Supplier will be required to provide documentation proving the subcontractor’s right to engage in the relevant activities for which it is being used.</p>

1.2.	<p><b>Technical and professional capability</b></p> <p>Within the last 3 (three) years before the closing date for the submission of tenders (or, in the case of a tender submitted after the original closing date, before the date of submission of the tender by the supplier), have insurance experience of having completed/implemented at least one <b>general and operational civil liability insurance</b> contract with an undertaking(s) with at least two ratios on the most recent financial day exceeding the following values:</p> <ol style="list-style-type: none"> <li>1) Value of assets in the balance sheet EUR 20 000 000 (twenty million euro);</li> <li>2) Sales revenue for the year under review - EUR 40 000 000 (forty million euros);</li> <li>3) The average annual number of employees during the financial year under review - 250 (two hundred and fifty).</li> </ol>	<p>The Supplier must provide a list of services rendered during the last 3 (three) years (in the form of Annex 8 to the STCP), together with certificates and/or other equivalent documents (for example, letters of acceptance of duly rendered services) from the Contracting Authorities (both public and private) attesting to compliance with the requirement.</p> <p><b>Note.</b> The Buyer shall have the right to ask the Service Provider to provide additional documentation proving experience, for example copies of insurance policies.</p>	<ol style="list-style-type: none"> <li>1) In the case of a tender submitted by a group of Suppliers acting in a joint capacity, the requirement must be met by all the members of the group of Suppliers jointly (the experience of the members of the group of Suppliers is combined), taking into account the commitments entered into by them;</li> <li>2) The Supplier may rely on the capacities of other economic operators only if those operators themselves will perform the part of the Contract for which their capacities are required;</li> <li>3) Subcontractors are exempted.</li> </ol> <p>NOTE.</p> <p>The Supplier (or the economic operator on whose behalf the Supplier relies) shall not be precluded from relying on a contract which it has performed not alone but jointly with other economic operators. However, in such a case, it is the volume and value of the services provided by the particular Supplier participating in the procurement that will be assessed, and not the entire subject-matter of the contract.</p>
<b>2. Category 2 “Civil liability insurance services for executives and senior managers”</b>			
2.1.	<p><b>Right to carry on business</b></p> <p>Has the right to provide <b>General civil liability</b> insurance services (type of activity specified by the Bank of Lithuania).</p>	<p>A valid insurance licence issued by the Bank of Lithuania or another supervisory authority (authorisation for the operation of a branch of a foreign insurance company) or other document authorising the performance of insurance activities in category 2, or a valid document authorising the performance of insurance activities in category 2 issued by the relevant authority in the country where the supplier is registered.</p>	<ol style="list-style-type: none"> <li>1) If the tender is submitted by a group of Suppliers <u>associated in a joint operation</u>, the requirement must be met by each member(s) of the group of Suppliers, in accordance with the commitments they have entered into for the performance of the procurement contract;</li> <li>2) A supplier may rely on the <u>capacities of other economic operators</u> only if the entities whose capacities have been relied on will themselves supply the goods, services or works for which their capacities are required;</li> </ol>

		<p>The Buyer shall not require additional documentation to prove compliance with this requirement, provided that the Buyer has the possibility to check the data in a publicly available national database, free of charge: <a href="#">Financial market participants   Bank of Lithuania (lb.lt)</a>.</p>	<p>3) <u>Sub-suppliers</u> used by the Supplier for the performance of the Contract (whose capabilities are not relied upon by the Supplier to meet the qualification requirements set out in the Procurement Documents) must have the right to engage in the activities for which they are used. The Supplier undertakes that the Contract will be performed only by persons entitled to do so. At the request of the Buyer, the Supplier will be required to provide documentation proving the subcontractor's right to engage in the relevant activities for which it is being used.</p>
2.2.	<p><b>Technical and professional capability</b></p> <p>Within the last 3 (three) years before the closing date for the submission of tenders (or, in the case of a tender submitted after the original closing date, before the date of submission of the tender by the supplier), have insurance experience of having completed/implemented at least one <b>general and operational civil liability insurance</b> contract, where the amount of insurance is at least EUR 1 000 000 (one million euros).</p>	<p>The Supplier must provide a list of services rendered during the last 3 (three) years (in the form of Annex 8 to the STCP), together with certificates and/or other equivalent documents (for example, letters of acceptance of duly rendered services) from the Contracting Authorities (both public and private) attesting to compliance with the requirement.</p> <p><b>Note.</b> The Buyer shall have the right to ask the Service Provider to provide additional documentation proving experience, for example copies of insurance policies.</p>	<p>1) In the case of a tender submitted by a group of Suppliers acting in a joint capacity, the requirement must be met by all the members of the group of Suppliers jointly (the experience of the members of the group of Suppliers is combined), taking into account the commitments entered into by them;</p> <p>2) The Supplier may rely on the capacities of other economic operators only if those operators themselves will perform the part of the Contract for which their capacities are required;</p> <p>3) Subcontractors are exempted.</p> <p><b>NOTE.</b> The Supplier (or the economic operator on whose behalf the Supplier relies) shall not be precluded from relying on a contract which it has performed not alone but jointly with other economic operators. However, in such a case, it is the volume and value of the services provided by the particular Supplier participating in the procurement that will be assessed, and not the entire subject-matter of the contract.</p>

<b>3. Category 3 “Voluntary occupational health insurance services”</b>			
3.1.	<p><b>Right to carry on business</b></p> <p>Has the right to provide <b>Sickness insurance services</b> (type of activity specified by the Bank of Lithuania).</p>	<p>A valid insurance licence issued by the Bank of Lithuania or another supervisory authority (authorisation for the operation of a branch of a foreign insurance company) or other document authorising the performance of insurance activities in category 3, or a valid document authorising the performance of insurance activities in category 3 issued by the relevant authority in the country where the supplier is registered.</p> <p>The Buyer shall not require additional documentation to prove compliance with this requirement, provided that the Buyer has the possibility to check the data in a publicly available national database, free of charge: <a href="#">Financial market participants   Bank of Lithuania (lb.lt)</a>.</p>	<p>1) If the tender is submitted by a group of Suppliers <u>associated in a joint operation</u>, the requirement must be met by each member(s) of the group of Suppliers, in accordance with the commitments they have entered into for the performance of the procurement contract;</p> <p>2) A supplier may rely on the <u>capacities of other economic operators</u> only if the entities whose capacities have been relied on will themselves supply the goods, services or works for which their capacities are required;</p> <p>3) <u>Sub-suppliers</u> used by the Supplier for the performance of the Contract (whose capabilities are not relied upon by the Supplier to meet the qualification requirements set out in the Procurement Documents) must have the right to engage in the activities for which they are used. The Supplier undertakes that the Contract will be performed only by persons entitled to do so. At the request of the Buyer, the Supplier will be required to provide documentation proving the subcontractor’s right to engage in the relevant activities for which it is being used.</p>
3.2.	<p><b>Technical and professional capability</b></p> <p>Within the last 3 (three) years before the closing date for the submission of tenders (or, in the case of a tender submitted after the original closing date, before the date of submission of the tender by the supplier), have insurance experience of at least one <b>voluntary occupational health insurance</b> contract with a minimum number of insured workers of 300 (three hundred).</p>	<p>The Supplier must provide a list of services rendered during the last 3 (three) years (in the form of Annex 8 to the STCP), together with certificates and/or other equivalent documents (for example, letters of acceptance of duly rendered services) from the Contracting Authorities (both public and private) attesting to compliance with the requirement.</p> <p><b>Note.</b> The Buyer shall have the right to ask the Service Provider to provide additional documentation proving experience, for example copies of insurance policies.</p>	<p>1) In the case of a tender submitted by a group of Suppliers acting in a joint capacity, the requirement must be met by all the members of the group of Suppliers jointly (the experience of the members of the group of Suppliers is combined), taking into account the commitments entered into by them;</p> <p>2) The Supplier may rely on the capacities of other economic operators only if those operators themselves will perform the part of the Contract for which their capacities are required;</p> <p>3) Subcontractors are exempted.</p>

			<p>NOTE.</p> <p>The Supplier (or the economic operator on whose behalf the Supplier relies) shall not be precluded from relying on a contract which it has performed not alone but jointly with other economic operators. However, in such a case, it is the volume and value of the services provided by the particular Supplier participating in the procurement that will be assessed, and not the entire subject-matter of the contract.</p>
<b>4.</b>	<b>Category 4 “Employee accident insurance services”</b>		
4.1.	<p><b>Right to carry on business</b></p> <p>Has the right to provide <b>Accident Insurance services</b> (type of activity specified by the Bank of Lithuania).</p>	<p>A valid insurance licence issued by the Bank of Lithuania or another supervisory authority (authorisation for the operation of a branch of a foreign insurance company) or other document authorising the performance of insurance activities in category 4, or a valid document authorising the performance of insurance activities in category 4 issued by the relevant authority in the country where the supplier is registered.</p> <p>The Buyer shall not require additional documentation to prove compliance with this requirement, provided that the Buyer has the possibility to check the data in a publicly available national database, free of charge: <a href="#">Financial market participants   Bank of Lithuania (lb.lt)</a>.</p>	<p>1) If the tender is submitted by a group of Suppliers <u>associated in a joint operation</u>, the requirement must be met by each member(s) of the group of Suppliers, in accordance with the commitments they have entered into for the performance of the procurement contract;</p> <p>2) A supplier may rely on the <u>capacities of other economic operators</u> only if the entities whose capacities have been relied on will themselves supply the goods, services or works for which their capacities are required;</p> <p>3) <u>Sub-suppliers</u> used by the Supplier for the performance of the Contract (whose capabilities are not relied upon by the Supplier to meet the qualification requirements set out in the Procurement Documents) must have the right to engage in the activities for which they are used. The Supplier undertakes that the Contract will be performed only by persons entitled to do so. At the request of the Buyer, the Supplier will be required to provide documentation proving the subcontractor’s right to engage in the relevant activities for which it is being used.</p>

4.2.	<p><b>Technical and professional capability</b></p> <p>Within the last 3 (three) years before the closing date for the submission of tenders (or, in the case of a tender submitted after the original closing date, before the date of submission of the tender by the supplier), have insurance experience of at least one <b>Employee accident insurance</b> insurance contract with a minimum number of insured workers of 300 (three hundred).</p>	<p>The Supplier must provide a list of services rendered during the last 3 (three) years (in the form of Annex 8 to the STCP), together with certificates and/or other equivalent documents (for example, letters of acceptance of duly rendered services) from the Contracting Authorities (both public and private) attesting to compliance with the requirement.</p> <p><b>Note.</b> The Buyer shall have the right to ask the Service Provider to provide additional documentation proving experience, for example copies of insurance policies.</p>	<p>1) In the case of a tender submitted by a group of Suppliers acting in a joint capacity, the requirement must be met by all the members of the group of Suppliers jointly (the experience of the members of the group of Suppliers is combined), taking into account the commitments entered into by them;</p> <p>2) The Supplier may rely on the capacities of other economic operators only if those operators themselves will perform the part of the Contract for which their capacities are required;</p> <p>3) Subcontractors are exempted.</p> <p>NOTE. The Supplier (or the economic operator on whose behalf the Supplier relies) shall not be precluded from relying on a contract which it has performed not alone but jointly with other economic operators. However, in such a case, it is the volume and value of the services provided by the particular Supplier participating in the procurement that will be assessed, and not the entire subject-matter of the contract.</p>
<b>5. Category 5 “Insurance services for movable and immovable property”</b>			
5.1.	<p><b>Right to carry on business</b></p> <p>Have the right to provide <b>Property insurance against other risks</b></p>	<p>A valid insurance licence issued by the Bank of Lithuania or another supervisory authority (authorisation for the operation of a branch of a foreign insurance company) or other document authorising the performance of insurance activities in category 5, or a valid document authorising the performance of insurance activities in category 5 issued by the relevant authority in the country where the supplier is registered.</p>	<p>1) If the tender is submitted by a group of Suppliers <u>associated in a joint operation</u>, the requirement must be met by each member(s) of the group of Suppliers, in accordance with the commitments they have entered into for the performance of the procurement contract;</p>

	(type of activity specified by the Bank of Lithuania).	<p>The Buyer shall not require additional documentation to prove compliance with this requirement, provided that the Buyer has the possibility to check the data in a publicly available national database, free of charge: <a href="#">Financial market participants   Bank of Lithuania (lb.lt)</a>.</p>	<p>2) A supplier may rely on the <u>capacities of other economic operators</u> only if the entities whose capacities have been relied on will themselves supply the goods, services or works for which their capacities are required;</p> <p>3) <u>Sub-suppliers</u> used by the Supplier for the performance of the Contract (whose capabilities are not relied upon by the Supplier to meet the qualification requirements set out in the Procurement Documents) must have the right to engage in the activities for which they are used. The Supplier undertakes that the Contract will be performed only by persons entitled to do so. At the request of the Buyer, the Supplier will be required to provide documentation proving the subcontractor's right to engage in the relevant activities for which it is being used.</p>
5.2.	<p><b>Technical and professional capability</b></p> <p>Within the last 3 (three) years before the closing date for the submission of tenders (or, in the case of a tender submitted after the original closing date, before the date of submission of the tender by the supplier), have insurance experience of having completed/implemented at least one insurance contract in respect of <b>movable and immovable property</b>, with an insured value of at least EUR 190 000 000 (one hundred and ninety million euro).</p>	<p>The Supplier must provide a list of services rendered during the last 3 (three) years (in the form of Annex 8 to the STCP), together with certificates and/or other equivalent documents (for example, letters of acceptance of duly rendered services) from the Contracting Authorities (both public and private) attesting to compliance with the requirement.</p> <p><b>Note.</b> The Buyer shall have the right to ask the Service Provider to provide additional documentation proving experience, for example copies of insurance policies.</p>	<p>1) In the case of a tender submitted by a group of Suppliers acting in a joint capacity, the requirement must be met by all the members of the group of Suppliers jointly (the experience of the members of the group of Suppliers is combined), taking into account the commitments entered into by them;</p> <p>2) The Supplier may rely on the capacities of other economic operators only if those operators themselves will perform the part of the Contract for which their capacities are required;</p> <p>3) Subcontractors are exempted.</p> <p>NOTE. The Supplier (or the economic operator on whose behalf the Supplier relies) shall not be precluded from relying on a contract which it has performed not alone but jointly with other economic operators. However, in such a case, it is the volume and value of the services provided by the particular Supplier participating in the</p>

			procurement that will be assessed, and not the entire subject-matter of the contract.
<b>6.</b>	<b>Category 6 “Cyber risk insurance services”</b>		
6.1.	<p><b>Right to carry on business</b></p> <p>Has the right to provide <b>General civil liability</b> insurance services (type of activity specified by the Bank of Lithuania).</p>	<p>A valid insurance licence issued by the Bank of Lithuania or another supervisory authority (authorisation for the operation of a branch of a foreign insurance company) or other document authorising the performance of insurance activities in category 6, or a valid document authorising the performance of insurance activities in category 6 issued by the relevant authority in the country where the supplier is registered.</p> <p>The Buyer shall not require additional documentation to prove compliance with this requirement, provided that the Buyer has the possibility to check the data in a publicly available national database, free of charge: <a href="#">Financial market participants   Bank of Lithuania (lb.lt)</a>.</p>	<p>1) If the tender is submitted by a group of Suppliers <u>associated in a joint operation</u>, the requirement must be met by each member(s) of the group of Suppliers, in accordance with the commitments they have entered into for the performance of the procurement contract;</p> <p>2) A supplier may rely on the <u>capacities of other economic operators</u> only if the entities whose capacities have been relied on will themselves supply the goods, services or works for which their capacities are required;</p> <p>3) <u>Sub-suppliers</u> used by the Supplier for the performance of the Contract (whose capabilities are not relied upon by the Supplier to meet the qualification requirements set out in the Procurement Documents) must have the right to engage in the activities for which they are used. The Supplier undertakes that the Contract will be performed only by persons entitled to do so. At the request of the Buyer, the Supplier will be required to provide documentation proving the subcontractor’s right to engage in the relevant activities for which it is being used.</p>

6.2.	<p><b>Technical and professional capability</b></p> <p>Within the last 3 (three) years before the closing date for submission of tenders (or, in the case of a tender submitted after the original closing date, before the date of submission of the tender by the supplier), have experience as an insurance intermediary/broker in the implementation of at least one <b>cyber-risk</b> insurance contract with an insured amount of at least EUR 500 000 (five hundred thousand euros).</p>	<p>The Supplier must provide a list of services rendered during the last 3 (three) years (in the form of Annex 8 to the STCP), together with certificates and/or other equivalent documents (for example, letters of acceptance of duly rendered services) from the Contracting Authorities (both public and private) attesting to compliance with the requirement.</p> <p><b>Note.</b> The Buyer shall have the right to ask the Service Provider to provide additional documentation proving experience, for example copies of insurance policies.</p>	<p>1) In the case of a tender submitted by a group of Suppliers acting in a joint capacity, the requirement must be met by all the members of the group of Suppliers jointly (the experience of the members of the group of Suppliers is combined), taking into account the commitments entered into by them;</p> <p>2) The Supplier may rely on the capacities of other economic operators only if those operators themselves will perform the part of the Contract for which their capacities are required;</p> <p>3) Subcontractors are exempted.</p> <p>NOTE. The Supplier (or the economic operator on whose behalf the Supplier relies) shall not be precluded from relying on a contract which it has performed not alone but jointly with other economic operators. However, in such a case, it is the volume and value of the services provided by the particular Supplier participating in the procurement that will be assessed, and not the entire subject-matter of the contract.</p>
<b>7. Category 7 “Mobile equipment insurance services”</b>			
7.1.	<p><b>Right to carry on business</b></p> <p>Has the right to provide <b>Property insurance against other risks</b> (type of activity specified by the Bank of Lithuania).</p>	<p>A valid insurance licence issued by the Bank of Lithuania or another supervisory authority (authorisation for the operation of a branch of a foreign insurance company) or other document authorising the performance of insurance activities in category 7, or a valid document authorising the performance of insurance activities in category 7 issued by the relevant authority in the country where the supplier is registered.</p> <p>The Buyer shall not require additional documentation to prove compliance with this requirement, provided that the Buyer has the possibility to check the data in a publicly available</p>	<p>1) If the tender is submitted by a group of Suppliers <u>associated in a joint operation</u>, the requirement must be met by each member(s) of the group of Suppliers, in accordance with the commitments they have entered into for the performance of the procurement contract;</p> <p>2) A supplier may rely on the <u>capacities of other economic operators</u> only if the entities whose capacities have been relied on will themselves supply the goods, services or works for which their capacities are required;</p> <p>3) <u>Sub-suppliers</u> used by the Supplier for the performance of the Contract (whose capabilities are not relied upon by the Supplier to meet the qualification requirements set out in the Procurement Documents) must have the right to</p>

		national database, free of charge: <a href="#">Financial market participants   Bank of Lithuania (lb.lt)</a> .	engage in the activities for which they are used. The Supplier undertakes that the Contract will be performed only by persons entitled to do so. At the request of the Buyer, the Supplier will be required to provide documentation proving the subcontractor's right to engage in the relevant activities for which it is being used.
7.2.	<p><b>Technical and professional capability</b></p> <p>Within the last 3 (three) years prior to the closing date for the submission of tenders (or, in the case of a tender submitted after the original closing date, before the date of submission of the tender by the supplier), have insurance experience of having completed/implemented at least one contract for the insurance of <b>mobile equipment</b>, with a minimum of 40 (forty) vehicles and/or mobile equipment insured.</p>	<p>The Supplier must provide a list of services rendered during the last 3 (three) years (in the form of Annex 8 to the STCP), together with certificates and/or other equivalent documents (for example, letters of acceptance of duly rendered services) from the Contracting Authorities (both public and private) attesting to compliance with the requirement.</p> <p><b>Note.</b> The Buyer shall have the right to ask the Service Provider to provide additional documentation proving experience, for example copies of insurance policies.</p>	<p>1) In the case of a tender submitted by a group of Suppliers acting in a joint capacity, the requirement must be met by all the members of the group of Suppliers jointly (the experience of the members of the group of Suppliers is combined), taking into account the commitments entered into by them;</p> <p>2) The Supplier may rely on the capacities of other economic operators only if those operators themselves will perform the part of the Contract for which their capacities are required;</p> <p>3) Subcontractors are exempted.</p> <p>NOTE. The Supplier (or the economic operator on whose behalf the Supplier relies) shall not be precluded from relying on a contract which it has performed not alone but jointly with other economic operators. However, in such a case, it is the volume and value of the services provided by the particular Supplier participating in the procurement that will be assessed, and not the entire subject-matter of the contract.</p>