**TECHNICAL SPECIFICATION FOR PROCUREMENT OF INFORMATION ON SANCTIONS APPLIED TO LEGAL ENTITIES AND NATURAL PERSONS AND OTHER INFORMATION OBTAINING SERVICES**

**DESCRIPTION OF THE OBJECT OF THE PROCUREMENT**

## DEFINITIONS

**Customer** – UAB „LTG Kompetencijų centras“ / UAB “LTG Competence Center”.

**Service provider** – any economic entity that may be either a natural person, or a private legal person, or a public legal person, or organization and its structural units, or any group of such persons, whom the Customer signs the Contract with.

**Services** – information on sanctions applied to legal entities and natural persons and other information obtaining services.

**Contract** – a Contract concluded between the Service Provider and the Customer for the Object of the Procurement.

**System / Information system** – Information system managed by the Service Provider, in which the Customer is given the opportunity to monitor information about selected natural persons and legal entities and changes in this information.

## PIRKIMO OBJEKTAS

2.1. Information on sanctions applied to legal entities and natural persons and other information obtaining services (hereinafter referred to as the Object of the procurement).

2.2. The Object of the Procurement includes the following:

1) information on international sanctions applied to legal entities and natural persons and other information obtaining services;

2) monitoring services of legal entities regarding the application of international sanctions;

3) services for providing information about shareholders and ultimate beneficial owners of legal entities.

## 2.3. Current situation

Until April 20, 2026, there is a valid contract for manual sanction checking services and monitoring services for legal persons regarding the application of international sanctions. There is a need to procure manual sanctions checking services and a monitoring service for the application of international sanctions from the end of the current contract, which would provide information on newly applied sanctions to companies with which the LTG group of companies has already concluded contracts. Also, purchase a new service that would provide data on shareholders and ultimate beneficiaries of legal entities.

## REQUIREMENTS FOR THE OBJECT OF THE PROCUREMENT

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| **Seq. No.** | **Product, device, equipment features, implementation of parameters or functions** | **Implementation of the value of a required parameter or executed function** | | |
|  | Description of the Services to be procured | 1. The Services must identify entities (legal entities and natural persons) subject to international sanctions, as understood in accordance with the Law on the Implementation of Economic and Other International Sanctions of the Republic of Lithuania, sanctions of the United States of America (USA) and national economic and other sanctions of the Republic of Lithuania (hereinafter referred to as the Entities, subject to sanctions, sanctioned entities). 2. The Service Provider must ensure that the information provided about sanctioned entities complies with the resolutions of the Government of the Republic of Lithuania, according to which international sanctions are implemented. 3. The Service (system) provided by the Service Provider must identify Entities subject to sanctions and/or in respect of which there is a risk that they may be considered Entities subject to sanctions and to identify and provide the reasons for which the relevant Entity should be considered or there is a risk that it may be considered a sanctioned entity, including, but not limited to: when the entity is directly included in the relevant sanctions list, when the entity is owned by another entity that is directly included in the sanctions list or is otherwise managed or controlled by it, these and other criteria, in the assessment, are guided by the working group of European Union Advisers on Foreign Relations (sanctions), 04/05/2018 best practice of effective implementation of EU restrictive measures No. 8519/18, the recommendations of the responsible authorities in the USA regarding the application of the rule of ownership of 50 (fifty)% and more and other clarifications related to the application of these sanctions. | | |
|  | Number of users of the service | At least 7 (seven) accesses to the system. | | |
|  | Number of requests | The number of unique checks for the application of sanctions (legal/natural persons) is unlimited.  Inquiries about legal entities’ shareholders / ultimate beneficial owners: 300 per month.  Requests for continuous monitoring of companies specified by the Customer in relation to international sanctions – 2000 requests. | | |
|  | Requirements for the information system managed by the Supplier, description of the information provided | The Service Provider must legally control or have access to the System  The request result (response) must contain the following data:   1. the main relevant data about the legal entity in the System – name, registration form, legal status, establishment and registration date, country of registration, address, company code, VAT payer code, contact information. Also, information about the members of the board of directors of the legal entity, shareholders (if data is available). 2. historical data of the legal entity - name, legal status and form, shareholders, manager of the legal entity, board members (if data is available). 3. available information about the shareholders/ultimate beneficiaries of the legal entity; 4. available public information about real estate of a natural entity or legal person; 5. available information about past and future court hearings related to a natural person or legal entity. Information about court decisions, if they are made public; 6. public negative information about a natural person or legal entity; 7. available information about sanctions applied to a legal entity (current and former managers, board members, supervisory board members, shareholders, final beneficiaries) or natural person, as well as available information on all links with other sanctioned entities; 8. information on specific lists of sanctions to which legal or natural persons are subject, and information on the start and/or end of the sanctions. | | |
| **Requirements of legal acts, standards and internal legal acts of the Customer applicable to the object of the procurement** | | | | |
|  | General Data Protection Regulation requirements | | The Service Provider must follow and apply the requirements of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons in the processing of personal data and on the free movement of such data as of 27 April 2016 which repeals Directive 95/46/EC (General Data Protection Regulation). | |
| **Requirements for installation / mounting / commissioning and/or testing / training / management / operation etc.** | | | | |
|  | Connecting the Customer's users to the Service Provider's Information System | | | 2 (two) working days from the submission of user data to the Service Provider. |
|  | Processing and linking of the list of legal entities provided by the Customer with the Service provider's System for monitoring, adjustment of the list of legal entities provided by the Customer, according to which monitoring is performed (up to 10% of the existing list in one session) | | | No longer than 1 (one) working day from the day of submission of the list to the Service Provider. |
|  | Training Requirements | | | Theoretical and practical training courses must be conducted by the Service Provider within 10 working days from the date of entry into force of the Contract.  All costs related to training shall be covered by the Service Provider. The duration of online training is at least 2 hours, showing the system's functionality, capabilities, and retrieval of information from the system. Practical examples must also be provided. |
|  | The time for elimination of possible System faults | | | Faults registered before 12:00 p.m. Lithuanian time – until the end of the working day, i.e., 5:00 p.m., faults registered after 12:00 p.m. – until the next working day 12:00 p.m. local time. |
|  | Consulting of the Customer | | | Throughout the validity period of the Contract, the Service Provider must consult the Customer's employees on system usage issues no later than within 2 (two) hours of online chat or by phone or email from 10:00 a.m. to 5:00 p.m. Lithuanian time on working days. |

3.4. The services must not pose a threat to national security, as specified in the Procurement documents."

## REQUIREMENTS FOR THE OBJECT OF THE PROCUREMENT

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| **Seq. No.** | **Product, device, equipment features, implementation of parameters or functions** | **Implementation of the value of a required parameter or executed function** |
| 4.1. | The green criterion applied to the object of the procurement | An intangible (intellectual) service is being purchased that is not related to the creation of a tangible object and whose provision is not expected to have a significant negative impact on the environment, create a source of pollution, or generate waste. Consultations and training will take place online, without the use of paper. Therefore, additional environmental requirements for the purchased object are not established. |

## DOCUMENTS TO BE SUBMITTED TOGETHER WITH THE PROPOSAL (TENDER FORM)

5.1. A completed Technical Specification compliance table, as specified in Annex A to the Technical Specification.

## DOCUMENTS TO BE SUBMITTED DURING THE PERFORMANCE OF THE CONTRACT

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| **Seq. No.** | **Title** | **Requirements for content and form** | **Submission moment** |
| 6.1. | Invoice | In electronic form in the Lithuanian or English languages | To be submitted monthly |
| 6.2. | Handover certificate | In electronic form in the Lithuanian or English languages | To be submitted monthly |

**FULFILLMENT OF OBLIGATIONS**

## 7. PLACE(S) OF PERFORMANCE OF OBLIGATIONS

7.1. Place of service provision – Remotely.

7.2. The Customer shall be provided with an opportunity to receive data directly (online).

7.3. The request in the System should be processed no longer than 30 (thirty) seconds after submitting the request.

7.4. The Service Provider must ensure that all hardware and software required for the operation of the System, including licenses, software code, security (encryption) keys, etc., are managed and controlled, ensuring that only permitted and licensed hardware and software is used for the creation, maintenance and development of the System.

7.5. The information contained in the database must be regularly and promptly updated (immediately after making changes to sanctions lists, media reports, etc., but no later than within 24 (twenty-four) hours or no later than before their entry into force (whichever occurs earlier).

7.6. If new sanctions (new sanctions packages) are applied or appear, the Service Provider must add them to the Service Provider's database no later than before they come into effect.

7.7. The functionality of the System must ensure execution of a search based on an inaccurate and/or incomplete name and surname (title) of a person, i.e., to provide results similar to the entered name and surname (title) of the person.

7.8. Information of the Service Provider must be provided in Lithuanian or English or Russian.

7.9. The Customer shall be provided with an opportunity to upload a list of relevant persons to the Customer in the Service Provider's System, and the Service Provider shall link this list with its administered System and in the event of any new information changes in the Service Provider's System that have any connection with the list of legal entities submitted by the Customer, the Service Provider undertakes to immediately send the data on the newly recorded information to the Customer to the email specified by the Customer or to transmit this information in another way acceptable to the Customer.

7.10. The Supplier is not entitled, during the performance of the Contract, to provide services that do not comply with the requirements of the Procurement documents and/or services whose provision is restricted due to international sanctions (as understood under the Law on the Implementation of International Sanctions of the Republic of Lithuania) and/or due to their threat to national security, as defined in the Procurement documents and in the Law on Public Procurement of the Republic of Lithuania / the Law on Procurement in the Water Management, Energy, Transport and Postal Services Sectors of the Republic of Lithuania.

## 8. PROCEDURE AND DEADLINES FOR REMEDYING DEFICIENCIES

8.1. Any deficiencies in the Services must be remedied no later than within 3 (three) calendar days from the date the Buyer’s notification is sent by email.  
8.2. If the last day of the term for the provision of the Services or their stage (if applicable), or for remedying deficiencies in the Services or their stage (if applicable), falls on a non-working day or an official holiday, the end date of the term shall be considered the next working day. Official holidays and non-working days (Saturdays and Sundays) are included in the term for the provision of the Services or their stage (if applicable) or for remedying deficiencies in the Services or their stage (if applicable).

**9. ANNEXES**

Annex A – Technical Specification compliance table.