

國立成功大學各單位參與投標之協力廠商遴選要點

NCKU Directions for Selection of Vendors for Tender Submissions

109年5月6日第202次行政會議通過

Approved in the 202nd meeting of the Executive Board on May 6, 2020

- 一、國立成功大學(以下簡稱本校)為維護公共利益及公平合理原則，依行政院公共工程委員會(88)工程企字第8801604號函，訂定本要點。
 1. In order to maintain the principle of protecting public interests, fairness, and reasonableness, National Cheng Kung University (hereinafter referred to as “NCKU”) enacts the Directions per the letter of Public Construction Commission, Executive Yuan under (88) Gong-Cheng-Qi-Zi No. 8801604.
- 二、本校各單位如以廠商身分投標其他機關依政府採購法辦理之招標案件，且欲將標案之部分委由其他廠商代為履行，得於投標前成立遴選小組(以下簡稱本小組)，以擇定最優勝廠商。
 2. Any unit of NCKU which wishes to submit a tender for any tender invitation project offered by another entity pursuant to the Government Procurement Act as a supplier and to subcontract the project to another supplier, in part, on behalf of it shall establish a selection team (hereinafter referred to as the “team”) to select the winning supplier.
各單位得以公告或邀請符合資格之廠商參與遴選。
The unit may have any qualified supplier participate in the selection *via public notice or through invitation*.
- 三、凡符合下列資格之廠商得申請參加協力廠商遴選，並送請審查：
 3. The suppliers who satisfy the following qualifications may submit an application for participation in the selection of vendors for review:
 - (一)合法登記或設立之廠商。
 - (1) Lawfully established or registered;
 - (二)合法納稅廠商。
 - (2) Pay tax pursuant to laws;
 - (三)非為行政院公共工程委員會所公布之拒絕往來廠商。
 - (3) Not a debarred supplier announced by Public Construction Commission, Executive Yuan;
 - (四)其他：各單位得依政府採購法第三十六條規定，按實際需要訂定廠商資格。
 - (4) Others: Each unit is allowed to set forth the qualifications to be satisfied by a supplier pursuant to Article 36 of the Government Procurement Act, if necessary.
前項廠商資格之訂定應為公正、公平之處理，不得為無正當理由之差別待遇。
The qualifications referred to in the preceding paragraph shall be set forth in a fair and just manner and free from any discrimination without justified reasons.
- 四、本小組置委員五人以上，由本校各單位主管就具專業能力之人員派(聘)兼之，本小組置召集人一人，綜理遴選審查事宜；副召集人一人，襄助召集人處理遴選審查事宜。委員有增減或更換需要者，得隨時為之。
本小組於完成遴選且無待處理事項後解散之。

4. The team shall consist of 5 members who shall be concurrently served by the competent staff appointed (retained) by the given unit, including one convener in charge of the selection review matters, and one vice convener assisting the convener in the selection review matters. If it is necessary, the team members may be increased, decreased, or replaced at any time. The team shall be dissolved upon completion of the selection and if there is no pending issue to be resolved.

五、本校各單位主管於本小組成立時，應一併指派工作人員。

5. The given unit's supervisor shall assign workers at the same time when the team is established.

前項工作人員之任務為，擬具遴選審查事項會議資料、通知委員開會、製作會議紀錄等，並將遴選結果簽奉主管核定。

The mission to be fulfilled by the workers referred to in the preceding paragraph includes drawing up the selection review meeting materials, notifying members to attend the meeting, production of the meeting minutes, and submitting the selection result to the supervisor for approval.

本小組委員、列席人員及工作人員均為無給職。

The team members, attendees, and workers all hold the position without consideration.

六、本小組得依個案或通案需要召開會議，由召集人召集之，並為主席；召集人未能出席或因故出缺時，由副召集人代理之。

6. The team may call a meeting for an individual case or a general audit. The meeting shall be convened and chaired by the convener. Where it is impossible for the convener to attend the meeting or the convener is absent with cause, the vice convener shall chair the meeting on behalf of the convener.

本小組會議，應有委員總額二分之一以上出席，其決議應經出席委員過半數之同意行之。委員應公正辦理審查，出席會議應親自為之，不得代理。

The team meeting shall be attended by more than one-half majority of all members, and a resolution made by the meeting shall be subject to approval by a majority of the members present at the meeting. The members shall complete the review in a fair manner, and attend the meeting in person without a proxy allowed.

本小組開會時，得邀請相關人員、專家或學者列席協助審查。

Relevant personnel, experts, or scholars may be invited to attend the meeting to help the review.

本小組之會議紀錄，應由出席委員及列席人員全體簽名。

The meeting minutes shall be signed by all members present at the meeting and also the personnel attending the meeting.

七、本小組委員、列席人員及工作人員，有政府採購法第十五條第二項、採購評選委員會審議規則第十四條所定情形之一者，應行迴避或辭職。

7. Any team members, attendees, or workers who satisfy one of the circumstances referred to in Paragraph 2 of Article 15 of the Government Procurement Act and Article 14 of the Regulations for Review by Procurement Evaluation Committee shall recuse themselves from

the meeting or resign.

前項人員應遵守政府採購法相關保密規定。

The personnel referred to in the preceding paragraph shall comply with the non-disclosure requirements under the Government Procurement Act.

八、本要點經行政會議通過後實施，修正時亦同。

8. The Directions shall be enforced upon approval by a meeting of the Executive Board. The same shall apply to their revisions.