Public document to be completed by the Contracting Authority

**SUPPLY CONTRACT NOTICE**

**CONTRACT TITLE - SUPPLY OF MOBILE LABORTAORIES; MOBILE VETERINARY LABORATORY VEHICLE (LOT 1), AND EMBRYO TRANSFER FACILITY VEHICLE (LOT 2) FOR MAAIF**

**Location – East Africa**, Uganda, Entebbe

1. **Publication reference**

– **FED/2018/397425/SUP005**

1. **Procedure**

Simplified Procedure

1. **Programme title**

**DEVELOPING A MARKET – ORIENTED AND ENVIRONMENTALLY SUSTAINABLE BEEF MEAT INDUSTRY IN UGANDA PROJECT (MOBIP)**

1. **Financing**

**11th EDF – FED/2016/037-994**

1. **Contracting authority**

Government of Uganda - Ministry of Agriculture, Animal Industry and Fisheries (MAAIF)

**CONTRACT SPECIFICATIONS**

1. **Description of the contract**

The subject of the contract is the supply, delivery and unloading, maintenance and after sales services by the Contractor of the following goods **MOBILE VETERINARY LABORATORY VEHICLE (Lot 1), EMBRYO TRANSFER FACILITY VEHICLE (Lot 2),** at the MOBIP Office, Ministry of Agriculture, Animal Industry and Fisheries, Entebbe, DDP, in accordance with point 15 of the Contract notice.

1. **Number and titles of lots**

|  |  |  |
| --- | --- | --- |
| **Lot #** | **Lot Description** | **Quantity** |
| Lot 1 | Mobile Veterinary Laboratory Vehicle | 01 |
| Lot 2 | Embryo Transfer Facility Vehicle | 01 |

**TERMS OF PARTICIPATION**

1. **Eligibility and rules of origin**

Participation in tendering is open on equal terms to natural and legal persons (participating either individually or in a grouping – consortium – of tenderers) which are established in one of the Member States of the European Union, ACP States or in a country or territory authorised by the ACP-EC Partnership Agreement under which the contract is financed (see also item 22 below). Participation is also open to international organisations. All goods supplied under this contract must originate in these countries.

All supplies in this contract may originate from any country.

1. **Grounds for exclusion**

Tenderers must submit a signed declaration, included in the Tender Form for a Supply Contract, to the effect that they are not in any of the situations listed in point 2.6.10.1 of the Practical Guide.

Tenderers included in the lists of EU restrictive measures (see section 2.4 of the PRAG) at the moment of the award decision cannot be awarded the contract.

1. **Number of tenders**

The candidates may submit an application for one lot only, several lots or all of the lots, but only one application may be submitted per lot. Tenders for parts of a lot will not be considered. Tenderers may not submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

Contracts will be awarded lot by lot and each lot will form a separate contract.] Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted for more than one lot

1. **Tender guarantee**

No tender guarantee is required.

1. **Performance guarantee**

No performance guarantee is required

1. **Information meeting and/or site visit**

No information meeting is planned

1. **Tender validity**

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders. In exceptional circumstances, the Contracting Authority may, before the validity period expires, request that tenderers extend the validity of tenders for a specific period (see para 8.2 of the instructions to tenderers).

1. **Period of implementation of tasks**

The goods must be delivered within 60 days, from contract signature, or alternative date, until the provisional acceptance.

**SELECTION AND AWARD CRITERIA**

1. **Selection criteria**

The following selection criteria will be applied to tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole unless specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors:

1) Economic and financial capacity of tenderer(based on i.a. item 3 of the Tender Form for a Supply Contract). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three years for which accounts have been closed.

The selection criteria for tenderers to Lot no. 1 are as follows:

The average annual turnover of the tenderer for the last 3 years must be at least UGX 150,000,000 Uganda Shillings

The selection criteria for tenderers to Lot no. 2 are as follows:

The average annual turnover of the tenderer for the last 3 years must be at least UGX 200,000,000 Uganda Shillings

Tenderers for more than one lot must have the cumulative turnover required for the specific number of lots being applied for.

2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract). The reference period which will be taken into account will be the last 3 years from submission deadline.

**These apply to Lots 1 and 2**

1. The tenderer must be a firm duly registered and authorised to carry out supplies specified under this contract according to the national laws such trading licence from the local authority permitting the supply of the specified commodities (**copies of certificates are to be included in the tender**): and
2. Has a professional certificate appropriate to this contract (e.g. a manufacturer’s authorisation letter) allowing him to deal in these supplies.
3. At least 3 staff currently work for the tenderer in field related to this contract.

3) Technical capacity of tenderer *(*based on i.a. items 5 and 6 of the Tender Form for a Supply Contract). The reference period which will be taken into account will be the last 3 years from submission deadline.

The selection criteria for tenderers to Lot no. 1 are as follows:

1. The tenderer has delivered supplies under at least two contracts with a budget of at least UGX 150.000.000,00 internationally or in Uganda which were implemented during the following period: 3 years from the submission deadline of tender (2016 to 2019)

The selection criteria for tenderers to Lot no. 2 are as follows:

1. The tenderer has delivered supplies under at least two contracts with a budget of at least UGX 200.000.000,00 internationally or in Uganda which were implemented during the following period: 3 years from the submission deadline of tender (2016 to 2019)

This means that the contract the tenderer refers to could have been started or completed at any time during the indicated period but it does not necessarily have to be started and completed during that period, nor implemented during the entire period. Tenderers are allowed to refer either to projects completed within the reference period (although started earlier) or to projects not yet completed. In the first case the project will be considered in its whole if proper evidence of performance is provided (statement or certificate from the entity which awarded the contract, final acceptance). In case of projects still on-going only the portion satisfactorily completed during the reference period will be taken into consideration. This portion will have to be supported by documentary evidence (similarly to projects completed) also detailing its value.

1. Final acceptance or completion certificate (for Criteria 3a)).

Capacity-providing entities

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. Some examples of when it may not be considered appropriate by the Contracting Authority are when the tender rely in majority on the capacities of other entities or when they rely on key criteria. If the tender rely on other entities it must prove to the Contracting Authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing a commitment on the part of those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be furnished when requested by the Contracting Authority.

With regard to technical and professional criteria, a tenderer may only rely on the capacities of other entities where the latter will perform the tasks for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the tenderer relies, become jointly and severally liable for the performance of the contract.

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1. **Award criteria**

Price (or, if appropriate after prior approval, the best price-quality ratio which is a combination of quality and price)

**TENDERING**

1. **How to obtain the tender dossier**

The tender dossier is available from the following Internet address: website of [MAAIF](https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome). The tender dossier is also available from the Contracting Authority. Tenders must be submitted using the standard Tender Form for a Supply Contract included in the tender dossier, whose format and instructions must be strictly observed.

Tenderers with questions regarding this tender should send them in writing to (mentioning the publication reference shown in item 1) to: [ps@agriculture.co.ug](mailto:ps@agriculture.co.ug) with copy to [mbabbazimaryconcept@gmail.com](mailto:mbabbazimaryconcept@gmail.com), noting the publication reference shown in item 1 and at least 21 days before the deadline for submission of tenders given in item 19. The Contracting Authority must reply to all tenderers' questions at least 11 days before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier shall be published at the latest 11 days before the submission deadline on the MAAIF Website.

1. **Deadline for submission of tenders**

The candidate/tenderer's attention is drawn to the fact that there are two different systems for sending applications/tenders, either by post or private mail service, or by hand delivery.

In the first case, the application/tender must be sent before the date and time limit for submission, as evidenced by the postmark or deposit slip*[[1]](#footnote-1)*, but in the second case it is the acknowledgment of receipt given at the time of the delivery of the application/tender which will serve as proof.

The deadline for submission of tenders will be followed by a public opening session on 13th September 2019 (submission) and 16th September 2019 (Opening), both at 12.00hrs

Any tender received by the Contracting Authority after this deadline will not be considered.

**The contracting authority may, for reasons of administrative efficiency, reject any application or tender submitted on time to the postal service but received, for any reason beyond the contracting authority's control, after the effective date of approval of the short-list report or of the evaluation report, if accepting applications or tenders that were submitted on time but arrived late would considerably delay the evaluation procedure (for instance when applications or tenders are received after the evaluation committee has finished its works and evaluating them would imply re-calling the evaluation committee) or jeopardise decisions already taken and notified.**

**How tenders may be submitted**

Tenders must be submitted in English exclusively to the contracting authority in a sealed envelope:

1. EITHER by post or by courier service, in which case the evidence shall be constituted by the postmark or the date of the deposit slip, to:

**The Permanent Secretary.**

**Ministry of Agriculture, Animal Industry and Fisheries (MAAIF),**

**PO Box 102, Entebbe**

**Plot 16-18, Lugard Avenue, Entebbe, Uganda**

**Attention to Dr Mary Mbabazi, National Project Coordinator**

1. OR **hand delivere**d by the participant in person or by an agent **directly** to the premises of the contracting authority in return for a **signed and dated receipt**, in which case the evidence shall be constituted by this acknowledgement of receipt, to:

**The Permanent Secretary.**

**Ministry of Agriculture, Animal Industry and Fisheries (MAAIF),**

**PO Box 102, Entebbe**

**Plot 16-18, Lugard Avenue, Entebbe, Uganda**

**Main Office Building, Former Library Premises**

**Attention to Dr Mary Mbabazi, National Project Coordinator**

**Note.** Opening hours: Monday to Friday – 09.00 to 17.00hrs (Ugandan Time), closed on public holidays

The **contract title** and the **Publication reference** (see item 1 above) must be clearly marked on the envelope containing the tender and must always be mentioned in all subsequent correspondence with the contracting authority.

**Tenders submitted by any other means will not be considered.**

By submitting a tender, candidates accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received on the date upon which the contracting authority sends it to the electronic address referred to in the tender.

1. **Tender opening session**

16th September 2019 at 12.00hrs at:-

MOBIP Office, Directorate of Animal Resources, MAAIF, Entebbe

1. **Language of the procedure**

All written communications for this tender procedure and contract must be in English.

1. **Legal basis[[2]](#footnote-2)**

Annex IV to the Partnership Agreement between the members of the African, Caribbean and Pacific Group of States of the one part, and the European Community and its Member States, of the other part, signed in Cotonou on 23 June 2000 as amended in Luxembourg on 25 June 2005 and in Ouagadougou on 22 June 2010. Reference is made to Annex IV as revised by Decision 1/2014 of the ACP-EU Council of Ministers of 20 June 2014.

1. **Additional information**

1. It is recommended to use registered mail in case the postmark would not be readable. [↑](#footnote-ref-1)
2. Please state any specificity that might have an impact on rules on participation (such as geographic or thematic or long/short term). [↑](#footnote-ref-2)