

Additional information about the Contract Notice

FRAMEWORK CONTRACT/STATIONERY SUPPLY Bagamoyo, Pwani, Tanzania

1. Nature of contract

Unit price – Framework contract

2. Programme title

emPoWeRD - Promote Decent Work, Rights and Dignity for Domestic Workers

3. Financing

AID 012590/04/6 and CSF 01-21

4. Legal basis, eligibility and rules of origin

Participation in tender procedures is open on equal terms to all natural persons who are nationals of one of the Member States of the European Union or of one of the countries, territories or regions expressly eligible under regulation/of the applicable basic act governing the rules of eligibility for the grant, in accordance with Annex A2 of the practical guide as well as to all legal persons (whether participating individually or within the framework of a grouping – consortium – of tenderers) which are actually established there. Tenderers must indicate their nationality in their tender and submit the usual supporting evidence in accordance with their national legislation.

The legal basis for this procedure is:

- ✓ Legge 29 agosto 2014 n. 125, DM 22 luglio 2015, n. 113.
- ✓ Regolamento recante: “Statuto dell’AICS” Bando e allegati
- ✓ Contract / Agreement and specific conditions
- ✓ General procedure
- ✓ Documento Unico di Progetto (DUP) approved by AICS and subsequent modification and integration
- ✓ Allegati al Documento Unico di Progetto

Application of the PRAG principles and Annex IV of the PRAG Grants Practical Guide to Contract Procedures for EU External Actions” (PRAG) as stipulated by Procedure Generali per la concessione di contributi e la gestione e rendicontazione di Iniziative promosse da Soggetti pubblici e privati no-profit di Cooperazione di cui al Capo VI della legge n.125/2014 e fondate su approccio RBM.

The supplies can originate from any country, no certificate of origin must be presented.

5. Candidature

All eligible natural and legal persons (as per item 4 above) or groupings of such persons (consortia)

may participate or tender.

A consortium may be a permanent, legally established grouping or a grouping which has been constituted informally for a specific procurement procedure. All partners of a consortium (i.e., the leader and all other partners) are jointly and severally liable to the contracting authority.

The participation or tender of an ineligible natural or legal person will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

6. Number of requests to participate or tenders

No more than one request to participate or tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or partner of a consortium submitting a request to participate or tender). In the event that a natural or legal person submits more than one request to participate or tender, all requests to participate or tenders in which that person has participated will be excluded.

In case of lots, the candidates or tenderers may submit only one request to participate or tender per lot. Contracts will be awarded lot by lot and each lot will form a separate contract.

7. Sub-contracting

Sub-contracting is allowed.

8. Provisional date of invitation to tender

12/06/2023

9. Provisional commencement date of the contract

27/07/2023

10. Period of implementation of tasks

At most 4 years (1460 calendar days)

11. Language of the procedure

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

12. Additional information

Financial data to be provided by the candidate in the request to participate form or in the tender submission form must be expressed in TZS

SELECTION AND AWARD CRITERIA

13. Selection criteria

Capacity-providing entities

An economic operator (i.e. candidate or tenderer) 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. If the economic operator relies on other entities, it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment by 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 relying on them and

must comply with the selection criteria for which the economic operator relies on them. **Furthermore, the data for this third entity for the relevant selection criterion should be included in a separate document.** Proof of the capacity will also have to be provided when requested by the contracting authority.

With regard to technical and professional criteria, an economic operator 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 economic operator relies, become jointly and severally liable for the performance of the contract.

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

The candidate shall not use previous experience which caused breach of contract and termination by a contracting authority as a reference for selection criteria.

- 1) Economic and financial capacity** (based on item 3 of supply tender form). In case of candidate 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.

All candidates should:

- be able to receive payments through bank transfer.

- 2) Professional capacity** (based on items 4 and 5 of the tender form for supply contracts). The reference period which will be taken into account will be the last three years preceding the submission deadline.

All candidates should:

- Be able to demonstrate to be an authorized company (providing a license for the sale of stationary and being able to provide VAT valid receives)

- 3) Technical capacity** (based on items 5 and 6 of the tender form for supply contracts). The reference period which will be taken into account will be the last three years from submission deadline.

All candidates should:

- Have at least 1 similar experience in stationary supply with a contract of at least 6 millions of TZS.

This means that the contract the candidate refers to could have been started at any time during the indicated period but it does not necessarily have to be completed during that period, nor implemented during the entire period. Candidates are allowed to refer either to projects

completed within the reference period (although started earlier) or to projects not yet completed. Only the portion satisfactorily completed during the reference period will be taken into consideration. This portion will have to be supported by documentary evidence (statement or certificate from the entity which awarded the contract, proof of payment) also detailing its value. If a candidate has implemented the project in a consortium, the percentage that the candidate has successfully completed must be clear from the documentary evidence, together with a description of the nature of the services provided/supplies delivered if the selection criteria relating to the pertinence of the experience have been used.

14. Award criteria

Price