



## SUPPLY CONTRACT NOTICE

### Supply, Delivery and Installation of Greenhouses w/Systems for Drip Irrigation and Vegetable Seedlings to the Beneficiaries of the Project

#### Cities/Municipalities in Bosnia and Herzegovina

**1. Publication reference**

BOS1903-SUP-2019-01

**2. Procedure**

Local Open

**3. Programme title**

Direct Socio-Economic Assistance to Extremely Vulnerable Families in the Cities and Municipalities in Bosnia and Herzegovina

**4. Financing**

BOS1903; The Project is financed by the German Federal Foreign Office Stability Pact funds.

The Project is co-financed by local authorities.

**5. Contracting authority**

Arbeiter-Samariter-Bund Deutschland e.V. – ASB BH Office

Aleja Bosne Srebrene 35, 71000 Sarajevo, Bosnia and Herzegovina

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## CONTRACT SPECIFICATIONS

**6. Description of the contract**

The project aims to directly assist at least 105 socially vulnerable Bosnian families in target municipalities and cities, from the register of respective Social Welfare Centres, through provision of agricultural grant – based economic packages (training + greenhouses) for job creation and to promote public/private partnership for the benefit of socially disadvantaged families with regards to employment opportunities.

**7. Number and titles of lots**

One lot only.

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## TERMS OF PARTICIPATION

**8. Eligibility and rules of origin**

Participation is open to all legal persons (participating either individually or in a grouping – consortium - of tenderers) which are established in a Member State of the European Union or in a country or territory of the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed. All goods supplied under this contract must originate in one or more of these countries.



## 9. 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 2.3.3 of the Practical Guide.

## 10. Number of tenders

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

## 11. Tender guarantee

Tenderers must provide a tender guarantee of BAM 3,500 when submitting their tender. This guarantee will be released to unsuccessful tenderers once the tender procedure has been completed and to the successful tenderer[s] upon signature of the contract by all parties. This guarantee will be called upon if the tenderer does not fulfil all obligations stated in its tender.

## 12. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 10% of the amount of the contract at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than 30 days after the tenderer receives the contract signed by the Contracting Authority. If the selected tenderer fails to provide such a guarantee within this period, the contract will be void and a new contract may be drawn up and sent to the tenderer which has submitted the next cheapest compliant tender.

## 13. Information meeting and/or site visit

No information meeting is planned.

## 14. 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).

## 15. Period of implementation of tasks

45 calendar days after the Commencement Order until the provisional acceptance. The implementation period will include delivery and installation period of 30 days.

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## SELECTION AND AWARD CRITERIA

### 16. 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 item 3 of the Tender Form for Supply Contract).** The reference period which will be taken into account will be the last three years for which accounts have been closed:



- the average annual turnover of the tenderer must exceed the total value of its financial offer;
- the cash and cash equivalents of the tenderer at the end of years 2016, 2017 and 2018 are positive; and
- current ratio (current assets/current liabilities) in the last year for which the accounts have been closed must be at least 1.

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

- the tenderer has a professional certificate appropriate to this contract, such as official certificate that the tenderer is a producer of such equipment;
- the tenderer must have Agronomist – B.Sc. Agriculture as a full time employee, with minimum experience of five (5) years in projects like this one, which will assist and train beneficiaries on establishment and critical stages of the first crop;
- at least 25% of all staff members currently working for the tenderer this year in field related to this contract are permanent;
- manufacturer of vegetable seedlings must be entered in the Register of manufacturers of seedlings of vegetables, flowers, medical and aromatic plants in B-H as well as to be entered in the PHYTO Register in B-H (appropriate certificates must be presented with tender).

**3) Technical capacity of tenderer (based on items 5 and 6 of the Tender Form for Supply Contract):**

- the tenderer has delivered supplies under at least one contract in the field related to this contract and with a budget of at least its financial offer which were implemented during the last three (3) years from the submission deadline, (12 August 2016 – 12 August 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.

### **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 tenderer rely in majority on the capacities of other entities or when they rely on key criteria. If the tenderer 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.

## 17. Award criteria

Price.

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## TENDERING

### 18. How to obtain the tender dossier

The tender dossier is available from the following web page: <https://asb-see.org/tenders-2/tenders-bosnia-and-herzegovina/>. 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 [hakija.pozderac@asb-see.org](mailto:hakija.pozderac@asb-see.org) (mentioning the publication reference shown in item 1) 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 ASB website at: <https://asb-see.org/tenders-2/tenders-bosnia-and-herzegovina/>.

### 19. Deadline for submission of tenders

12 August 2019 at 12:00 CET. The ASB BH Office opening hours are 08:30 CET. Office is not open on Saturday and Sunday. Office is closed on state holidays.

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

### 20. Tender opening session

12 August 2019 at 12:30 CET at the premises of ASB BH Office (Ground Floor), Aleja Bosne Srebrene 35, 71000 Sarajevo, Bosnia and Herzegovina.

### 21. Language of the procedure

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