**SUPPLY CONTRACT NOTICE**

**Supply and Delivery of** Animal Identification Materials

**for the Agricultural Development and Modernisation Programme**

**of the Ministry of Agriculture, Industry, Forestry, Fisheries and Rural Transformation,**

**St. Vincent and the Grenadines**

1. **Publication reference**

 BAM/ADMP/ANIMID/SUP/VC

1. **Procedure**

Local open

1. **Programme title**

DCI/Banana Accompanying Measures – Agricultural Development and Modernisation Programme

1. **Financing**

Financing agreement N º 2012 / 024 – 188

1. **Contracting authority**

**The National Authorising Officer, Kingstown, Saint Vincent and the Grenadines**

**CONTRACT SPECIFICATIONS**

1. **Description of the contract**

The contract is for the Supply and Delivery of animal identification materials including identification kits and tags to the Ministry of Agriculture, Rural Transformation, Forestry, Fisheries and Industry.

1. **Number and titles of lots**

No, one lot only

**TERMS OF PARTICIPATION**

1. **Eligibility and rules of origin**

Participation is open to all natural persons who are nationals of and legal persons
 participating either individually or in a grouping (consortium) of tenderers which are
 effectively established in a Member State of the European Union or in a eligible country or
 territory as defined under the Regulation (EU) N°236/2014 establishing common rules
 and procedures for the implementation of the Union's instruments for external action
 (CIR) for the applicable Instrument under which the contract is financed (see also heading 22
 below). Participation is also open to international organisations.

All supplies under 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 2.3.3 of the Practical Guide.

1. **Number of tenders**

Tenderers may submit only one tender per lot. Tenders for parts of a lot will not be considered. 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. Tenderers may not submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

1. **Tender guarantee**

No Tender guarantee is required.

1. **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.

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.

1. **Period of implementation of tasks**

**Forty-five (45) calendar days** from the date indicated in the commencement order until 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:

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.

Current ratio (current assets/current liabilities) should be 1.5.

Legal persons:

(a) the average annual turnover of the tenderer must exceed 75% of the cost of the respective contract.

(b) the averages of cash and cash equivalents at the beginning and end of year are positive

Natural persons:

(a) the available financial resources of the tenderer must exceed the annualised maximum budget of the contract and

(b) the financial situation of the tenderer should not be in deficit, taken into account debts, at the beginning and end of year.

2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)

Legal persons:

1. has a professional certificate appropriate to the contract, such as a traders license or similar according to the regulations of the country of registration.
2. At least four (4) staff currently works for the tenderer in the fields related to this contract.

Natural persons:

1. has a professional certificate appropriate to the respective contract, such as a traders license or similar according to the regulations of the country of registration.
2. is currently working/has worked during the past 3 years supplying agricultural inputs and supplies.

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

 (a) the tenderer has delivered supplies under at least two contracts with a budget of at least **55,000 EUR** each in supplying agricultural inputs and supplies which were implemented during the last three (3) years

Natural persons:

(a) the tenderer has delivered supplies under at least two contracts with a budget of at least **55,000 EUR** each in supplying agricultural inputs and supplies which were implemented during the last three (3) years

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 an undertaking 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.

1. **Award criteria**

Price (or, if appropriate after derogation, the best value for money which is a combination of quality/price)

**TENDERING**

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

The tender dossier is available from the following Internet address: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>. The tender dossier is also available from the Contracting Authority from the following Internet addresses: [www.svgedfpmcu.com](http://www.svgedfpmcu.com) and [www.gov.vc](http://www.gov.vc). 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 the National Authorising Officer, Central Planning Division, Ministry of Finance and Economic Planning, Administrative Centre, Kingstown, St. Vincent and the Grenadines through the following email addresses cenplan@svgcpd.com, edfpmcu@svgcpd.com.com, patrickmart@gmail.com, ynash@svgcpd.com and rfrederick@svgcpd.com (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 sent at the latest 11 days before the submission deadline on the EuropeAid website at <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>, [www.svgedfpmcu.com](http://www.svgedfpmcu.com) and [www.gov.vc](http://www.gov.vc).

1. **Deadline for submission of tenders**

 the deadline for submission of tenders is 1:30 pm local time on **27th April, 2015.**

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

1. **Tender opening session**

 The Tender Opening Session will be held at 2:00 pm local time on **27th April, 2015** at the Central Supplies Tenders Board, Ministry of Finance and Economic Planning, 2nd Floor Reigate Building, Kingstown, St Vincent and the Grenadines

1. **Language of the procedure**

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

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

 Regulation(EU) N°236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action and DCI/ Banana Accompanying Measures - - See Annex A2 of the Practical Guide.

1. Please state any specificity that might have an impact on rules on participation (such as geographic or thematic or long/short term). [↑](#footnote-ref-1)