

## **SUPPLY CONTRACT NOTICE**

### **Supply of Office Stationeries and Printing Press Material Gambella, Ethiopia**

#### **1. Reference**

18-03/CUAMM/ETH/2023

#### **2. Procedure**

Local Open Tender

#### **3. Programme title**

“INCLUSIVE – Strengthening prevention, equitable and inclusive care for all”, AICS AID 012590/06/09

#### **4. Financing**

Italian Agency for Development Cooperation and Doctors with Africa CUAMM

#### **5. Contracting authority**

Doctors with Africa CUAMM

## **CONTRACT SPECIFICATION**

#### **6. Nature of contract**

Framework Agreement

#### **7. Contract description**

The International NGO, Doctors with Africa CUAMM, under the project: “INCLUSIVE – Strengthening prevention, equitable and inclusive care for all”, financed by the Italian Agency for Development Cooperation, AICS AID 012590/06/09, is launching the present Local Open Tender to select eligible suppliers for Office stationeries and Printing Press Material to be enrolled in the specific project vendors list to deliver the goods in objet during the project implementation period 2023/2025

#### **8. Number and titles of lots**

One LOT only

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## **CONDITIONS OF PARTICIPATION**

#### **10. Legal basis, eligibility and rules of origin**

For this contract award procedure, participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping – consortium – of candidates/tenderers) which are effectively established in Ethiopia.

#### **11. Number of tenders**

No more than one tender can be submitted by a natural or 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 natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

No restrictions may be made in the number of lots a tenderer can be awarded.

The tenderer may submit a tender for one or two lots, but only one tender per lot. Contracts will be awarded lot by lot and each lot will form a separate contract.

## **12. Grounds for exclusion**

As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.6.10.1. of the practical guide.

Tenderer 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.

## **13. Sub-contracting**

Subcontracting is not allowed.

# **SELECTION AND AWARD CRITERIA**

## **16. Selection criteria**

The following selection criteria will be applied to the tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise.

**1) Economic and financial capacity of the tenderer** (based on item 3 of the tender form). 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 two financial years for which accounts have been closed. The average turnover (sales) of the participant must be at least: 1,000,000.00 ETB

**2) Professional capacity of the tenderer** (based on items 4 of the tender form).

The reference period which will be taken into account will be the last two years preceding the submission deadline.

**3) Technical capacity of tenderer** (based on items 5 and 6 of the tender form). The reference period which will be taken into account will be the last two years preceding the submission deadline.

This means that the contract the tenderer 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. Tenderers are allowed to refer either to supply contracts completed within the reference period (although started earlier) or to supply contracts 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 tenderer has implemented the supply contract in a consortium, the percentage that the tenderer has successfully completed must be clear from the documentary evidence, together with a description of the nature of the supplies provided if the selection criteria relating to the pertinence of the experience have been used.

Previous experience which would have led to breach of contract and termination by a contracting authority shall not be used as reference. This is also applicable concerning the previous experience of experts

required under a fee-based service contract.

**17. Award criteria**

Best price-quality ratio and based on the required document you provide.

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## **TENDERING**

**18. Deadline for submission of tenders**

25<sup>th</sup> of August, 2023 at 5 PM

**19. Tender format and details to be provided**

Tenders must be submitted using the standard tender form.

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

<http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

**20. How tenders may be submitted**

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 10 of the instructions to tenderers.

Tenders submitted by any other means will not be considered.

By submitting a tender tenderers accept to receive notification of the outcome of the procedure by electronic means.

**21. Alteration or withdrawal of tenders**

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 15 of the instructions to tenderers.

**22. Operational language**

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

**23. Additional information**

Financial data to be provided by the candidate in the standard application form must be expressed in ETB.