

## **SUPPLY CONTRACT NOTICE**

### **Supply of Stationery materials**

#### **South OMO zone, Hammer Woreda, Dimeka**

**1. Reference**

13/CUAMM/ETH/2025/AID12669

**2. Procedure**

Simplified Procedure

**3. Programme title**

“ Multi sectoral intervention to improve access to health of vulnerable community in Hamer district – (Project - IMPACT) - AID12669”

**4. Financing**

Italian Agency for Development Cooperation

**5. Contracting authority**

Doctors with Africa CUAMM

## **CONTRACT SPECIFICATION**

**6. Nature of contract**

Lump sum

**7. Contract description**

Supply of stationery materials

**8. Number and titles of lots**

Lot 1 Supply of stationery materials

## 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/bidders) which are effectively established in Ethiopia.

### 11. Number of bids

No more than one bid 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 bid, all bids in which that person has participated will be excluded.

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

The bidder may submit a bid for one lot only, several lots or all of the lots, but only one bid per lot. Contracts will be awarded lot by lot and each lot will form a separate contract.

Any bidder may state in their bid that it will offer a discount in the event that their bid is accepted for more than one lot.

### 12. Grounds for exclusion

As part of the bid, **bidders 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.

Bidders 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

Sub-contracting is not allowed.

## SELECTION AND AWARD CRITERIA

### 16. Selection criteria

The following selection criteria will be applied to the bidders. In the case of bids 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 bidder** (based on item 3 of the tender form). In of bidder 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 2,000,000.00 ETB..

2) **Professional capacity of the bidder** (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 bidder** (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 bidder 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. Bidders 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 bidder has implemented the supply contract in a consortium, the percentage that the bidder 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 led to breach of contract and termination by a contracting authority shall not be used as reference. This is also applicable concerning the previous expertise of experts required under a fee-based service contract.

### 17. Award criteria

Best price-quality ratio.

## **BIDDING**

### **18. Deadline for submission of bid**

24<sup>th</sup> of April, 2025 at 17:00.

### **19. Bid format and details to be provided**

Bids must be submitted using the standard tender form.

Any additional documentation (brochures, letters, etc.) sent with a bid will not be taken into consideration.

### **20. How bids may be submitted**

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

Bids submitted by any other means will not be considered.

By submitting a bid, bidders accept to receive notification of the outcome of the procedure by electronic means.

### **21. Alteration or withdrawal of bids**

Bidders may alter or withdraw their bids by written notification prior to the deadline for the submission of bids. No bid 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 bidders.

### **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.