



Project funded by the European Union
 Implemented by UAWC

In partnership with GVC, PHG, MAAN, PSI, MAIB, Qatar Charity

LETTER OF INVITATION TO TENDER

15 May 2014

Ramallah

Our ref.: OO-19-2014

Dear Sirs,

SUBJECT: INVITATION TO TENDER FOR SUPPLY OF 104 STAINLESS STEEL TANKS FOR OIL STORAGE LOCATION AND BOTTLING LINE (102 STAINLESS STEEL TANKS WITH 1-TON CAPACITY AND 2 STAINLESS STEEL TANKS WITH 2-TON CAPACITY)

Further to your enquiry regarding the publication of the above-mentioned invitation to tender, please find enclosed the following documents, which constitute the tender dossier:

- SECTION 1: CONTRACT NOTICE
- SECTION 2: INSTRUCTIONS TO TENDERERS
- SECTION 3: TENDER FORM
- SECTION 4: GENERAL CONDITIONS FOR SUPPLY CONTRACTS
- SECTION 5: FORMS:

General information	Form A
Organization chart	Form B
Power of attorney	Form C
Financial identification form.....	Form D
Tender Guarantee	Form E
Administrative compliance grid	Form F
Evaluation grid	Form G
Installation Plan	Form H
Legal Entity Form	Form I
Litigation History	Form J
Data on Joint ventures	Form K
Further Information	Form L



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SECTION 6: SPECIAL CONDITIONS

SECTION 7: TECHNICAL SPECIFICATIONS

SECTION 8: FINANCIAL OFFER

SECTION 9: CONTRACT FORM

SECTION 10: DESIGN DOCUMENTS, INCLUDING DRAWINGS

SECTION 11: GROUNDS FOR EXCLUSION

Yours sincerely,

Noura Maslamani

Procurement officer

Union of Agricultural Work Committees



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SECTION 1: SUPPLY CONTRACT NOTICE

< SUPPLY OF 104 STAINLESS STEEL TANKS FOR OIL STORAGE LOCATION AND BOTTLING LINE (102 STAINLESS STEEL TANKS WITH 1-TON CAPACITY AND 2 STAINLESS STEEL WITH 2-TON CAPACITY)>

1. Publication reference

OO-19-2014

2. Procedure

Competitive negotiated procedure

3. Programme

2011 – Food Security Programme in the occupied Palestinian territory

4. Financing

The project is co-financed by the European Union, in accordance with the rules DCI-FOOD/2012/308-535

5. Contracting authority

Union of Agricultural Work Committees,
Al-Masyoun- Al Tarifi Building “5th Floor”, Ramallah,
Tel/fax: 02-2980316 / 02-2965545

CONTRACT SPECIFICATIONS

6. Description of the contract

Union of Agricultural Work Committees intends to procure the supplies for 104 stainless steel tanks for oil storage location and bottling line to the targeted districts in this project (Tulkarem and/or Salfit and/or Qalqiliya). Specific locations will be DESIGNATED by UAWC later. Distribution of numbers over districts is shown in the table below.

District	Location	Number of Stainless Steel Tanks with 1 ton capacity	Number of Stainless Steel Tanks with 2-ton capacity
N/A	N/A	N/A	N/A
Total Number (104)		102	2

*** The Contracting Authority reserves the right to vary the location and the quantities of Stainless Steel Tanks in the table above according to work progress.**



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7. Number and titles of lots

This tender is not divided into lots.

TERMS OF PARTICIPATION

8. Eligibility and rules of origin

Participating companies shall be registered according to Palestinian laws.

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 to contracts procedures for EU external actions.

10. Number of tenders

Tenderers may submit only one tender for all lots. Tenders for parts 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. Tenderers **may not** submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

11. Tender guarantee

Tenderers must provide a tender guarantee of 5% of the tender amount valid for 90 days after the deadline for submission of tenders 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 and after providing the required performance guarantee.

12. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 10% of the amount of the contract valid for 90 days at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than **7 days** after the tenderer receives the award notice by the Contracting Authority. If the selected tenderer fails to provide such a guarantee within this period, the contract may be considered void and a new contract may be drawn up and sent to the tenderer which has submitted the next most technically compliant tender.

13. Information meeting and/or site visit

You can contact: - Union of Agricultural Work Committees, Tel: 02-2980316, Contact person: Majed Nasser (059-9251726).



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14. Tender validity

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders.

15. Period of delivery of tasks

The period of delivery of the stainless steel tanks for all locations is 60 days from the receipt of the starting order. Upon signing the contract and receiving the administrative order the contractor shall start supply works immediately. Delivery of Supplies shall start on June 26 and shall be completed by August 26.

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:

- 1) Economic and financial capacity of tenderer. In case of tenderer being a public body, equivalent information should be provided.
- 2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)
- 3) Technical capacity of tenderer (based on i.a. items 5 and 6 of the Tender Form for a Supply Contract)

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 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.

17. Award criteria

The best value for money which is a combination of price (60%), previous experience (20%) and installation period (20%).



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The Contracting Authority has the right to delete or modify any item without any restraint by the Contractor.

The contracting authority will not necessarily choose on the basis of lowest price alone but will choose in accordance with the above-mentioned criteria.

TENDERING

18. How to obtain the tender dossier

The tender dossier is available at the premises of Union of Agricultural Work Committees – Ramallah office (see item 5) upon payment of **145 euros or 695 Shekels**. Tenders must be submitted using the standard tender form included in the tender dossier, whose format and instructions must be strictly observed.

Tenderers with questions regarding this tender should send them in writing (mentioning the publication reference shown in item 1) at least **7 days** before the deadline for submission of tenders given in item 19. The Contracting Authority must reply to all tenderers' questions at least **3 days** before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier will be sent to tenderers at least **3 days** before the submission deadline.

19. Deadline for submission of tenders

The last date to submit the tenders is June 10, 2014- 11.00 a.m. in closed envelopes to the following address:-

Union of agricultural work committees
Al-Masyoun- Al-Tarifi Building "5th Floor", Ramallah
Tel/fax: 02-2980316/ 02-2965545

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.

Any tender received after this deadline will not be considered.

20. Tender opening session

Tender opening session will be held on June 12, 2014 at 12:00 pm local time at UAWC office in Al-Masyoun – Al Tarifi building "5th Floor", Ramallah, and Tel/fax: 02-2980316 /02-2965545.



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21. Language of the procedure

All written communications for this tender procedure and contract must be in English (If written communications was in Arabic then it shall be translated into English).

22. Legal basis

The Project is co-financed by the European Union, in accordance with the rules of 2011 - Food Security Programme in the occupied Palestinian territory

UAWC is the beneficiary of the gran contract, will act as the Contracting Authority for this tender as per signed contract with European Union no. DCI-FOOD/2012/308-535.

Note: All tenders must be submitted in 1 original (signed & stamped); and all tender documents must be filled and stamped by bidders attached with the following requested documents:

- 1. Country of origin certificate for the supplies:** شهادة منشأ توضح البلد المنتجة للمواد الموردة
- 2. The registration certificate for the company:** شهادة تسجيل الشركة
- 3. Valid deduction from origin:** شهادة خصم من المصدر سارية المفعول
- 4. Company's CV/ Profile:** السيرة الذاتية للشركة
- 5. Company's Financial Statements for the past three years:** القوائم المالية للشركة خلال السنوات الثلاث الماضية
- 6. Bank guarantee (5% of the tender's value) valid for 90 days:** كفالة دخول عطاء بقيمة 5% من قيمة العطاء سارية لمدة 90 يوم

Sincerely,

Noura Maslamani

UAWC Procurement officer

Union of Agricultural Work Committees