

SUPPLY PROCUREMENT NOTICE

Supply, delivery of kitchen equipment & utensils, office furniture and warehouse equipment for EUMM in Georgia

Location – Tbilisi, Georgia

1. Publication reference

EuropeAid/131176/L/SUP/GE

2. Procedure

Open Local Tender

3. Programme

Implementation of Council Decision 2010/452/CFSP of 12 August 2010 - European Union Monitoring Mission in Georgia

4. Financing

Budget line 19030101 of the General Budget of the European Union.

Contract CFSP/2010/39/EUMM Georgia – Haber between the European Commission and the Head of the European Union Monitoring Mission in Georgia

5. Contracting authority

The Head of European Union Monitoring Mission in Georgia (EUMM Georgia).

CONTRACT SPECIFICATIONS

6. Description of the contract

Supply, delivery of office furniture, kitchen equipment & utensils and warehouse equipment for EUMM in Georgia

7. Number and titles of lots

Lot 1 Kitchen equipment & utensils

Lot 2 Office Furniture

Lot 3 Warehouse Equipment

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 authorized by the specific instruments applicable to the programme under which the contract is financed (see item 22 below).

No restrictions whatsoever shall apply to the origins of the supplies.

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 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.

11. Tender guarantee

N/A

12. Performance guarantee

N/A

13. Information meeting and site visit

No information meeting or site visit is planned.

14. Tender validity

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

15. Period of implementation of tasks

The implementation period of tasks shall run from the date of signature of the contract by the latest of both parties and not exceed two months.

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* (based on i.a. item 3 of the Tender Form for a Supply Contract)

The annual turnover must be at least twice the value of the present contract over the last three years (2008, 2009 and 2010). In case no information from 2010 might be available, please provide information from 2007.

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

At least 5 staff currently works for the tenderer in fields related to this contract.

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

The invited tenderer must have successfully completed, during the last 3 years, at least 1 similar project with a budget of at least that of this contract in fields, whose nature and complexity are comparable to the supply concerned by the tender.

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. It must in that case 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.

17. Award criteria

Price.

TENDERING

18. How to obtain the tender dossier

The tender dossier is available from the following Internet address:

<http://www.eumm.eu/en/tenders>

and the procurement notice with the link to <http://www.eumm.eu/en/tenders> will be published on EuropeAid website at <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and local web site <http://www.jobs.ge>

The tender dossier is also available from the Contracting Authority. 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 tenders@eumm.eu or to Procurement Office EUMM Georgia, 49 Krtsanisi, 0114 Tbilisi, Georgia (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 <http://www.eumm.eu/en/tenders>

19. Deadline for submission of tenders

15 April 2011 at 11:00. Local Time.

Any tender received after this deadline will not be considered.

20. Tender opening session

15 April 2011 at 15:00 Local. at EUMM HQ, 49 Krtsanisi, 0114 Tbilisi, Georgia

21. Language of the procedure

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

22. Legal basis

Implementation of Council Decision 2010/452/CFSP of 12 August 2010 - European Union Monitoring Mission in Georgia