

## **Additional information about the Contract Notice**

### **Procurement of Specialized Equipment for Water Establishments (WE)**

**Location** – Multiple Areas (Beirut and Mount Lebanon, South Lebanon, North Lebanon, Bekaa), LEBANON

**1. Nature of contract**

Unit price.

**2. Programme title**

WASH assistance to support water governance and public water and wastewater services in Lebanon for host and refugee communities

**3. Financing**

TF-MADAD/2021/T04.272

**4. 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) No 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 'Legal basis' below). Participation is also open to international organisations.

If the estimated intrinsic value of the products per lot is above or equal to EUR 100 000: All supplies under this contract must originate in one or more of these countries.

If the estimated intrinsic value of the products per lot is below EUR 100 000: All supplies under this contract may originate from any country.

**5. Candidature**

All eligible natural and legal persons (as per item 4 above) or groupings of such persons (consortia) may submit a tender.

A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All partners of a consortium (i.e., the leader and all other partners) are jointly and severally liable to the contracting authority.

The participation of an ineligible natural or legal person will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

**6. 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 partner 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.

In case of lots, the tenderers may submit only one tender per lot. Contracts will be awarded lot by lot and each lot will form a separate contract.

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

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.

## **7. Tender guarantee**

No tender guarantee is required.

## **8. Performance guarantee**

The successful tenderer will be asked to provide a performance guarantee of 10% of the estimated amount 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 from 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.

## **9. Information meeting and/or site visit**

An optional information meeting will be held online on **29 March 2022**. Prospective tenderers interested to attend shall request the meeting link to the email address [lb.prc.tdr@gvc.weworld.it](mailto:lb.prc.tdr@gvc.weworld.it) by **27 March 2022**, venue and contact details.

## **10. Tender validity**

Tenders must remain valid for a period of 3 months after the deadline for submission of tenders. In exceptional circumstances, the contracting authority may, before the validity period expires, request that tenderers extend the validity of tenders for a specific period.

## **11. Grounds for exclusion**

Tenderers must submit a signed declaration, included in the application form or tender form, to the effect that they are not in any of the situations listed in Section 2.6.10.1 of the **practical guide (PRAG)**. Where the tenderer intends to rely on capacity providing entities or subcontractor(s), he/she must provide the same declaration signed by this/these entity (ies).

Tenderers 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.

## **12. Sub-contracting**

Sub-contracting is allowed.

## **13. Period of implementation of tasks**

1 year from Contract signature.

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## SELECTION AND AWARD CRITERIA

### 14. 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 if not specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

The selection criteria for each tenderer are as follows; these are applied for each lot independently. Where a tenderer submits tenders for more than one lot, the selection criteria are then added up for the respective lots:

**1) Economic and financial capacity** (based on item 3 of supply 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 below mentioned years for which accounts have been closed.

The total turnover of the tenderer for the three (3) years of 2017, 2018 and 2019 must exceed the following sums per lot and type of trade, or the cumulative totals respectively when applying for more than one lot:

- Lot 1: general turnover of 160,000 USD  
Including:
  - a) Turnover trade of specialised equipment for water application (or similar), of 86,000 USD
- Lot 2: general turnover of 67,000 USD  
Including:
  - a) Turnover trade of specialised equipment for water application (or similar), of 36,000 USD
- Lot 3: general turnover of 47,000 USD  
Including:
  - a) Turnover trade of specialised equipment for water application (or similar), of 25,000 USD
- Lot 4: general turnover of 59,000 USD  
Including:
  - a) Turnover trade of specialised equipment for water application (or similar), of 32,000 USD

**2) Professional capacity** (based on items 4 and 5 of the tender form for supply contracts). The reference period which will be taken into account will be the last three years preceding the submission deadline (2021, 2020 and 2019).

Tenderer must meet the following criteria:

- has a professional certificate appropriate to this contract, such as appropriate registration at the Commercial Register (or equivalent).
- at least 50% of staff (minimum of 3 technical staff, not including administrative staff) currently work for the tenderer in fields related to this contract. In case the tenderer applies for more than one lot, the minimum number of technical staff should be doubled (minimum of 6).

- 3) **Technical capacity** (based on items 5 and 6 of the application form for service contracts and on items 5 and 6 of the tender form for supply contracts). The reference period which will be taken into account will be the last five (5) years from submission deadline.

The tenderer must demonstrate previous successful experience in supplying similar items within the past 5 years (supplies of same or similar nature, with specific turnovers as previously indicated) within contracts that were implemented at any moment during the reference period.

The tenderer must have implemented 3 similar projects in the last five years (2017 to 2021 inclusive), with total budget of the three projects not less than the values indicated per lot below, or if submitting for more than one lot, the sum thereof:

Lot 1 – 86,000 USD

Lot 2 – 36,000 USD

Lot 3 – 25,000 USD

Lot 4 – 32,000 USD

At least one of these three projects must have been implemented in 2020 and/or 2021.

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 projects completed within the reference period (although started earlier) or to projects 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, invoices, etc.) also detailing its value. If a tenderer has implemented the project 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 services provided if the selection criteria relating to the pertinence of the experience have been used.

#### **Capacity-providing entities**

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. If the economic operator relies on other entities 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 by producing a commitment by 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 relying on them and must comply with the selection criteria for which the economic operator relies on them. Furthermore, the data for this third entity for the relevant selection criterion should be included in a separate document. Proof of the capacity will also have to be provided when requested by the contracting authority.

With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the tasks for which these capacities are required.

With regard to economic and financial criteria, the entities upon whose capacity the economic operator relies, become jointly and severally liable for the performance of the contract.

## **15. Award criteria**

Price.

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## TENDERING

### 16. How to obtain the tender dossier

The tender dossier is available from the Internet address(es) provided in the Contract Notice and in the ITT.

Tenders must be submitted using the standard tender form included in the tender dossier, whose format and instructions must be strictly observed.

Any request for additional information must be made in writing through channels indicated in the ITT.

### 17. Tender opening session

Date: 29 April 2022

Local time: 10:30 am Beirut Local Time.

Place:

Organisation: We World-GVC

Address: Chahine Building, Second Floor, Alfred Street, Lebanese University Fine Arts main road, Furn El Chebbak, Beirut

Room: Logistics Office

Town: Furn El Chebbak, Beirut

### 18. How tenders may be submitted

Tenders must be submitted in English exclusively to the contracting authority in a sealed envelope.

- Either by post or by courier service, in which case the evidence shall be constituted by the postmark or the date of the deposit slip, to:

*Organization: We World-GVC*

*Person in Charge: GVC procurement officer*

*Address: Chahine Building, Second Floor, Alfred Street, Lebanese University Fine Arts main road, Furn El Chebbak, Beirut*

*Room: Logistics Office*

*Town: Furn El Chebbak, Beirut*

*Opening Hours: Monday to Friday from 8:00 to 16:30 Beirut Local Time.*

- OR hand delivered by the participant in person or by an agent directly to the premises of the contracting authority in return for a signed and dated receipt, in which case the evidence shall be constituted by this acknowledgement of receipt, to:

*Organization: We World-GVC*

*Person in Charge: GVC procurement officer*

*Address: Chahine Building, Second Floor, Alfred Street, Lebanese University Fine Arts main road, Furn El Chebbak, Beirut*

*Room: Logistics Office*

*Town: Furn El Chebbak, Beirut*

*Opening Hours: Monday to Friday from 8:00 to 16:30 Beirut Local Time.*

The contract title and publication reference (see contract notice) must be clearly marked on the envelope containing the tender and must always be mentioned in all subsequent correspondence with the contracting authority.

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. Such notification shall be deemed to have been received on the date upon which the contracting authority sends it to the electronic address referred to in the tender form.

## **19. Deadline for submission of tenders**

The tenderer's attention is drawn to the fact that there are two different systems for sending tenders: one is by post or private mail service, the other is by hand delivery.

In the first case, the tender must be sent before the date and time limit for submission, as evidenced by the postmark or deposit slip<sup>1</sup>, but in the second case it is the acknowledgment of receipt given at the time of the delivery of the tender that will serve as proof.

**The deadline for submission of tenders can be found in the Contract Notice under IV.2.2.**

Any tender sent to the contracting authority after this deadline will not be considered.

## **20. Clarifications on the contract notice**

Please refer to Tender Documents.

## **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 tenders may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with precedent item. The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.

## **22. Language of the procedure**

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

## **28. Legal basis**

Regulation (EU) No 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 CIR / European Union-financed grant contracts for external actions - See Annex A2 of the practical guide.

## **29. Additional information**

Financial data to be provided by the tenderer in the tender form must be expressed in EUR. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR shall be made in accordance with the InforEuro exchange rate of the date of tender submission deadline, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.

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<sup>1</sup> It is recommended to use registered mail in case the postmark would not be readable.