



## A. SUPPLY PROCUREMENT NOTICE

<Supply and installation of prepayment system with prepaid meters, commissioning of vending and revenue management systems and utility personnel training for Community Programme for Access to Renewable Energy in Bambadinca, Guinea-Bissau>

**Bambadinca** – Bafatá, Guinea-Bissau

### 1. Publication reference

Prepayment System \_PCAER 2011/231-830

### 2. Procedure

Open

### 3. Programme

ACP-EU *Energy Facility* – 10th FED

### 4. Financing

Grant agreement between the European Union, represented by the European Commission, Portuguese Cooperation and NGOD TESE, with reference nº 2011/231-830 under ACP-EU Energy Facility - 10th EDF.

### 5. Contracting authority

TESE – Associação para o Desenvolvimento pela Tecnologia, Educação, Saúde Engenharia

## CONTRACT SPECIFICATIONS

### 6. Description of the contract

Supply and installation of prepayment system with prepaid meters, commissioning of vending and revenue management systems and utility personnel training for Community Programme for Access to Renewable Energy in Bambadinca, Guinea-Bissau.

### 7. Lots and total budget

This tender is not divided into lots. The budget available is 60.000,00 €.

## TERMS OF PARTICIPATION

### 8. Eligibility and rules of origin

Participation in tendering is open on equal terms to natural and legal persons (participating either individually or in a grouping consortium) of tenderers which are established in one of the Member States of the European Union, ACP States or in a country or territory authorised by the ACP-EC Partnership Agreement under which the contract is financed (see also item 22 below). Participation is also open to international organisations. All goods supplies under this contract must originate in these countries.

### 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. Tenderers **may not** submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

### 11. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 10% of the amount of the contract at the signing 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 signed by 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.

### 12. Information meeting and/or site visit

N/A

### 13. Tender validity

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

### 14. Period of implementation of tasks

120 (one hundred and twenty days) from contract signature.

## SELECTION AND AWARD CRITERIA

### 15. 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.e. item 3 of the Tender Form for a Supply Contract). In case of tenderer being a public body, equivalent information should be provided.
  - the average annual turnover of the tenderer must exceed the annualised maximum budget of the contract; and
  - the available financial resources of the tenderer must exceed the annualised maximum budget of the contract.
  
- 2) **Professional capacity** of tenderer (based on i.e. items 4 and 5 of the Tender Form for a Supply Contract)
  - at least 3 (three) years of experience in prepayment systems installation and field work in Africa, especially in West Africa;
  - at least 5 (five) staff currently work for the tenderer in fields related to this contract.
  
- 3) **Technical capacity** of tenderer (based on i.e. items 5 and 6 of the Tender Form for a Supply Contract)
  - the tenderer has worked successfully on at least three projects with a budget of at least 50.000 EUR in rural electrification which was/were implemented at any moment during the last 3 (three) years.

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 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. 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.

### 16. Award criteria

Price.

## TENDERING

### 17. How to obtain the tender dossier

The tender dossier is available from the e-mail contact [j.arsenio@tese.org.pt](mailto:j.arsenio@tese.org.pt) with cc [s.dourado@tese.org.pt](mailto:s.dourado@tese.org.pt). The tender dossier will only be available on request to these e-mail contacts.

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 contact point specified in point 13 of the Instruction to Tenders (mentioning the publication reference shown in item 1) at least 26 days before the deadline for submission of tenders given in item 18.

The Contracting Authority must reply by e-mail to all tenderers' questions at least 25 days before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier shall be sent by e-mail at the latest 11 days before the submission deadline.

### 18. Deadline for submission of tenders

#### Date and time:

Until 12<sup>th</sup> May 2014, 13:00PM.

#### Place<sup>1</sup>:

a/c TESE – Associação para o Desenvolvimento  
Embaixada de Portugal em Bissau (a/c Estér Peralta)  
Av. Lisboa, Cidade de Bissau, Guiné-Bissau

**Any tender received after this deadline will not be considered.**

### 19. Tender opening session

#### Date and time:

13th May 2014, 15:00PM.

#### Place:

TESE- Associação para o Desenvolvimento  
Antigo Edifício Western Union, Bairro Praça,  
Bafatá, Guiné Bissau

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<sup>1</sup> Given the uncertainty regarding the effective functioning of public and private mail services in Guinea-Bissau, all tenderers are strongly advised to hand-deliver their proposals at the address stated (a signed and dated certificate of receipt will be given to the deliverer). The contracting authority will not be liable for any problems resulting from late delivery of tenders by local mail services.

**20. Language of the procedure**

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

**21. Legal basis**

ACP-EC Partnership Agreement signed