

SUPPLY PROCUREMENT NOTICE

ICT Development Programme – Supply of Equipment

Location – The Commonwealth of Dominica

1. Publication reference

EuropeAid/127217/D/SUP/DM

2. Procedure

International Open

3. Programme

SFA 2005: ICT Development Programme

4. Financing

Budget line: B-21.03.18 856/89

5. Contracting Authority

The National Authorising Officer of the European Development Fund
Government of the Commonwealth of Dominica

CONTRACT SPECIFICATIONS

6. Description of the contract

The Government of the Commonwealth of Dominica (GOCD) is pursuing Information and Communication Technologies as an effective means of economic diversification from the traditional reliance on banana production. This programme seeks to enhance Dominica's human resources which are an essential component in its efforts to use ICTs for economic development and to play its full part in the global knowledge economy. This contract will serve to provide the necessary equipment to support increased capacity of primary and secondary schools to equip students with ICT skills, initiate wider high quality ICT education as well as to facilitate improved public sector processes and practices.

7. Number and titles of lots

- Lot 1: Computers (Desktops & Laptops)
- Lot 2: Printers – Network Lasers
- Lot 3: Computer Software
- Lot 4: Servers
- Lot 5: Digital Projectors

- Lot 6: Interactive and Non-Interactive Whiteboards
- Lot 7: Networking Equipment (Switches, Fibre optic tools, cable, patch panels)
- Lot 8: Routers and Wireless Access Points
- Lot 9: Mobile Laptop Lab
- Lot 10: Universal power supplies and power strips

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 authorised by the specific instruments applicable to the programme under which the contract is financed (see item 22 below). All goods supplied under this contract must originate in one or more of these countries. Participation is also open to international organisations. Participation of natural persons is directly governed by the specific instruments applicable to the programme under which the contract is financed.

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 EC 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

Tenderers must provide a tender guarantee 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. This guarantee will be called upon if the tenderer does not fulfil all obligations stated in its tender.

LOT NUMBER AND TITLE	TENDER GUARANTEE (€)
1: Computers (Desktops & Laptops)	3000.00
2: Printers – Network Lasers	100.00
3: Computer Software	300.00
4: Servers	900.00

5: Digital Projectors	200.00
6: Interactive & Non-Interactive Whiteboards	50.00
7: Networking Equipment	200.00
8: Routers & Wireless Access Points	100.00
9: Mobile Laptop Lab	300.00
10: Universal Power Supplies & Power Strips	200.00

12. 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 best compliant tender.

13. Clarification meeting

No clarification meeting / 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

The period from contract signature until the provisional acceptance is set at three (3) 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 objective of this criterion is to examine whether or not the tenderer (ie, the consortium as a whole, in the case of a tender from a consortium):

- will not be economically dependent on the Contracting Authority in the event that the contract is awarded to it; and
- has sufficient financial stability to handle the proposed contract.

Reference criteria:

- the average annual turnover of the tenderer must exceed the financial proposal of the

tender

2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)

The objective of this criterion is to examine whether or not the tenderer (ie, the consortium as a whole, in the case of a tender from a consortium):

- has sufficient ongoing staff resources and expertise to be able to handle the proposed contract

Reference criteria:

- has a professional certificate appropriate to this contract;
- has a minimum of number of 5 staff employed

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

The objective of this criterion is to examine whether or not the tenderer (ie, the consortium as a whole, in the case of a tender from a consortium):

- has sufficient expertise and experience to be able to handle the proposed contract

Reference criterion:

- the tenderer has successfully completed at least 2 contracts with a budget of at least that of this contract in the past three years
- the tenderer has worked successfully on at least 2 projects in fields related to this contract in the past 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. 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 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 addresses: http://ec.europa.eu/europeaid/work/procedures/index_en.htm and www.naodominica.org. 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 edf@cwdom.dm and The Office of the National Authorising Officer/EDF, P. O. Box 1102, 6th Floor – Financial Centre, Kennedy Avenue, Roseau, The Commonwealth of Dominica (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 to the tender dossier shall be published on the EuropeAid website at http://ec.europa.eu/europeaid/work/procedures/index_en.htm and www.naodominica.org.

19. Deadline for submission of tenders

14.00 hours Eastern Caribbean time on 7th October 2008.

Any tender received after this deadline will not be considered.

20. Tender opening session

15.00 hours Eastern Caribbean time on 7th October 2008, Office of the National Authorising Officer, Government of the Commonwealth of Dominica.

21. Language of the procedure

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

22. Legal basis

Council Regulation (EC) N° . 856/1999 of 22 April 1999 establishing a Special Framework of Assistance for traditional ACP suppliers of bananas