
SUPPLY PROCUREMENT NOTICE

For the Supply, Installation and After-sales service of Equipment for the National Center of Testing Excellence, Roseau, Dominica.

Commonwealth of Dominica

1. Publication reference

EuropeAid/127140/D/SUP/DM

2. Procedure

International Open

3. Programme

Banana budget line

4. Financing

Special Framework of Assistance 2001 Programme (SFA 2001)

5. Contracting Authority

The Government of the Commonwealth of Dominica, represented by **Mr. Edward Lambert, the NAO for the European Development Fund, 6th Floor Financial Center, P.O. Box 1102, Roseau, Commonwealth of Dominica.**

CONTRACT SPECIFICATIONS

6. Description of the contract

The Government of Dominica is pursuing the establishment of a National Center of Testing Excellence (NCTE), at Stockfarm in Roseau. Upon completion the NCTE will consist of four certified laboratories namely: Microbiology, Analytical Chemistry, Physical Testing, and Metrology. The expectation is that the activities undertaken at the laboratory will greatly facilitate Dominica's competitiveness in international trade. This contract is for the delivery, installation and aftersales service of selected pieces of laboratory equipment and furniture for equipping the facility.

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7. Number and titles of lots

The contract is made up of one (1) lot.

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 also heading 22 below). All works, supplies and services under this contract must originate in one or more of these countries. Participation is also open to international organisations. The 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 contract procedures for EC external actions*.

10. Number of tenders

Tenderers may submit only one tender. Tenders for parts of the 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. 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 **Eastern Caribbean Thirty, Thousand Dollars (XCD30,000.00)**, 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.

12. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 8% 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. Information meeting and/or site visit

No information meeting or site visit is foreseen for this activity.

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 of implementation is two (2) months from contract signature.

SELECTION AND AWARD CRITERIA

16. Selection criteria

In order to be considered eligible for the award of the contract, tenderers must provide evidence that they meet or exceed certain minimum selection criteria. This evidence must be provided by tenderers in the form of the information and documents described in the Tender form and in whatever additional form tenderers may wish to utilise.

The minimum selection criteria for each tenderer are as follows:

1) Economic and Financial Capacity

- i) The annual turnover of the tenderer in the past 3 years must be equivalent to the value of the contract.
- ii) In case of a joint venture, all members together shall have completed contracts of a similar nature of a cumulative amount of at least XCD\$0.75million.

2) Professional Capacity

- i) A minimum of eight (8) staff members who have at least 5 years' appropriate experience and proven qualifications relevant to contracts of a similar nature to this project.

3) Technical Capacity

- i) The firm must have completed at least 1 project of the same nature/amount/complexity as the supplies concerned by the tender over the last 5 years. The contracting authority reserves the right to ask for copies of the respective certificates of satisfactory completion of contracts signed by the project supervisors/contracting authority of the projects concerned.
- ii) The firm must possess demonstrated technical specialties in the fields of installation of laboratory furniture and equipment, commissioning of laboratory equipment and provision of aftersales services.

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17. Award criteria

Price

TENDERING

18. How to obtain the tender dossier

The tender dossier (in soft copy only) is available from **Mr. Edward Lambert, the NAO for the European Development Fund, 6th Floor Financial Center, P.O. Box 1102, Roseau, Commonwealth of Dominica and the website of the NAO - www.naodominica.org**. It is also available for inspection in soft copy at the premises of the Contracting Authority, address as in point 5 above. 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 to **Mr. Edward Lambert, the NAO for the European Development Fund, 6th Floor Financial Center, P.O. Box 1102, Roseau, Commonwealth of Dominica, Email address edf@cwdom.dm**. All such communication must be made at least 21 days before the deadline for submission of tenders given in item 19 and shall mention the publication reference shown in item 1. 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 will be published on the EuropeAid website at http://ec.europa.eu/europeaid/work/procedures/index_en.htm and the website of the NAO's office: www.naodominica.org

19. Deadline for submission of tenders

The deadline for submission of tenders is before **4:00 pm Thursday, December 18, 2008**.

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Any tender received after this deadline will not be considered.

20. Tender opening session

Tenders will be opened in public session on **Friday, December 19, 2008** at 9:00 a.m. local time at the Conference Room, Ministry of Housing, Lands and Telecommunications.

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 2 April 1999.