



**TENDER FOR THE SUPPLY AND DELIVERY OF EQUIPMENT FOR
SEYCHELLES INCUBATION CENTRE.**

OPEN COMPETITIVE BIDDING

REFERENCE: CS/IAD/1400/2(035 – 22) PM-ab

November 2024

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INVITATION FOR BIDS (IFB)

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DATE: 14 NOVEMBER 2024

TENDER FOR THE SUPPLY AND DELIVERY OF EQUIPMENT FOR SEYCHELLES INCUBATION CENTRE

INVITATION FOR BIDS

OPEN COMPETITIVE BIDDING

The COMESA Secretariat is inviting bids to provide the following goods and related services:

TENDER FOR SUPPLY AND DELIVERY OF EQUIPMENT FOR SEYCHELLES INCUBATION CENTRE.

Lot 1: Baking Equipment.

SN	ITEM	REQUIRED SPECIFICATIONS	QUANTITY
1	CONVECTION ELECTRIC OVEN	stainless steel body 5 pieces baking tray 40 x 60cm 9.5kw / 3 phase electric Dimension: 950*1370*1800mm Weight 150kg 2 years Warranty	1
2	CAKE MIXER 20 LITRES	0.38kv single phase 3 speeds rpm 131/288/518 has whip, hook and paddle Dimension 500*560*830 mm Weight 83kg 2 years Warranty	1
3	DOUGH SHEETER FOR CROISSANT MODEL BK- 450T	Conveyor belt size 1700*430mm Max.dough weight 4 kg Pressing Thickness 0.5-38 mm Dimension 1770*810*640mm power 0.55 kw / single phase weight 120kg 2 years Warranty	1

4	ALUMINIUM ALLOY HIGH QUALITY BAKING	tray size 600 mm * 400 mm, non stick teflon coating	24
5	BAKING TINS 450GM	non stick teflon coating heavy duty made baking tins one trolley can put 30 strings, one trolley put 120pcs 450g toast bread	12
6	5 RIBS ALUMINUM ALLOY BAGETTE TRAY,	non stick teflon coating trays trays sizes 600*400*35 mm	24
7	TRAY RACKS	32 trays capacity of 400*600mm stainless steel 201 material	1 (COMPLEMENTARY)
8	WORK TABLE	stainless steel 1.5m length	1(COMPLEMENTARY)

Lot 2: Kitchen Equipment

SN	ITEM	REQUIRED SPECIFICATIONS	QUANTITY
1	BAKING OVEN	BJY_2B+gas baking oven proofers 2 decks gas baking oven 8 pan proofer	2
2	HOOD FOR BAKERY OVEN	Z/PKTRAYS666 stainless steel	1
3	PAINTED STAND FOR BAKERY	Code: 1384P Virtus	1
4	WORK TABLE WITH SHELF	code: HCA0028 with 1000x700mm stainless steel AISI 304 work top with bilaminated panel 4x4 cm AISI 304 stainless steel legs with ABS adjustable feet 1.5cm thick 10cm high	2
5	HAMBURGER PRESS	manual Code FIB0004 100mm stainless steel simple and compact patty press with built in sheet holder rubber feet	1
6	GAS OVEN 6 BURNERS	Code: VS70120CFGGAS range on static maxi gas oven burners in cast iron and brass	1
7	VEGETABLE CUTTER WITH 5 DISCS 300KG/H	Code:12 vegetable cutter with 5 discs made with anodized aluminium equipped with 3 discs for slicing	1

		2 for grating	
8	BLAST CHILLER	Code BKZ0023/TN blast chiller 10xGN 1/1-600x400mm plus 90 degrees C to minus 18 C Inside and outside made of AISI stainless steel 304 18/10	1
9	UTENSIL WASHER	Code: GLB0040/CN washer with detergent injector drain pump, electronic, rackx60cm, MAX H=40cm 50	1
10	VACUUM MACHINE	Code:FGZ0005 table top vacuum sealing bar 280MM cycle 25-60 secs	1
11	COLD ROOM	Code: BOZ0117 Thickness 80mm, H=2010mm x 3000x3000mm 80mm panel thickness 42kg/m3 density polyurethane insulation; modular panels	1
12	LIGHTING SET	Code:Z TKITLUCSH lighting set lamp +wiring split cooling unit	1
13	WORK TABLE WITH SHELF	code: HCA0033 work table with shelf 1800x700mm AISI 304 and stainless steel AISI 430 compliant with product hygiene standard thickness 1.5cm and height 10cm	4
14	WORK CUPBOARD WITH SLIDING DOORS	Code: HC0059 work cupboard with sliding doors and upstand 1200x700mm Stainless steel AISI 304 and 430 upstand thickness 1.5cm and height 10cm	1
15	SINK UNIT	Code: GLA0017 sink unit 2 sinks 2 draining boards on legs with lower shelf 2000x700mm	1

Lot 3: Juice Jam Equipment

SN	ITEM	REQUIRED SPECIFICATIONS	QUANTITY
1	PASTEURISER MACHINE	Stainless steel G-304 inner tank stainless steel sheet 3mm water jacket stainless steel sheet 2mm G 304 grand outer part stainless steel 1.5mm 201 capacity 300litres electric heated with agitator	1

2	FRUIT PULPER	made of stainless steel G304 capacity 300litres electric driven	1
3	WORK TOP TABLES	made of stainless steel G304 size: 2000x1000x820mm	6
4	FILLING TANK TABLE	made of stainless steel 1.5mmG304 size: 1500x600x900mm	1
5	FILLING TANK	made of stainless steel 1.5mmG304 capacity 300 litres	1
6	DOUBLE BOWL SINK	made of stainless steel 1.5mmG304 size: 2000x1000x900mm sink size: 500x500x300mm	1
7	BLANCHER	made of stainless steel 1.5mmG304 size: 1800x600x600mm capacity 300 litres electric heated	1
8	COOLING TANK	made of stainless steel 2.00mm G304 using cold water with stirrer capacity 300litres	1
9	BLENDER FOR BLENDING RAW PRODUCTS MATERIALS	made of stainless steel 1.5mm G304 electric driven capacity 25 litres	1
10	BLENDER MIXER FOR BLENDING SOLUBLE	made of stainless steel 1.5mm G304 capacity 50 litres electric driven	1
11	ELEVATED PLATE FORM	frame made by stainless steel covered with aluminium chequered plate	1
12	VEGETABLE CUTTER MACHINE	capacity 50 to 100kg per day with different or various cutting disks single phase volts 220 - 250v	1
13	SEALING MACHINE	model DGYF-500A general purpose sealing machine sealing range 20mm-100mm diameter caps	1

Lot 4: Plumbing & Electrical equipment

SN	ITEM	REQUIRED SPECIFICATIONS	QUANTITY
1	PLUMBING EQUIPMENT & INSTALLATION	elbow 15mm copper -15 Tee 15mm copper -10 valve 15mm - 4 serving valve 15mm for copper pipe-20 clips 15mm for copper pipes -20 coupling 15mm -4 elbow upvc 40mm -6 Tee upvc 40mm - 6 sink tap flexible pipe size large - 6	
2	ELECTRICAL EQUIPMENT & INSTALLATION	16mm armoured cable 4 core 2.5mm cable 3 core circuit breakers 32 Amps circuit breakers 63 Amps industrial socket 3pins, 16A industrial socket 5pins, 63A isolator switch twin sockets. distribution board 8 Way metal trunking	

- More details on the Goods and Related Services are provided in the attached Supply Requirements.

The Bidding Documents includes the following documents:

PART 1 – Bidding Procedures	9
Section I. Instructions to Bidders.....	9
Section II. Bidding Data Sheet (BDS)	31
Section III. Evaluation and Qualification Criteria	35
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PART 2 – Supply Requirements	77

Section VI. Schedule of Requirements 77

PART 3 - Contract Error! Bookmark not defined.

Yours sincerely,



SILVER MWESIGWA

Head of Procurement Unit

November 14, 2024

PART 1 – Bidding Procedures

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Section I. Instructions to Bidders

Definitions

- (a) “BD” means the Bidding Documents to be prepared by the Procuring Entity for the selection of Contractor, based on the COMESA Secretariat Standard Template.
- (b) “Bidder” means company or joint venture/ consortium invited to submit technical and financial proposal for this contract.
- (c) “Procuring Entity” means the procurement entity with which the selected Contractor signs the Contract for the Goods.
- (d) “Contractor” means any entity or person that may provide or provides the Services to the Client under the Contract.
- (e) “Contract” means the Contract signed by the Parties and all the attached documents listed in its Clause 1, that are the General Conditions (GC), the Special Conditions (SC), and the Appendices.
- (f) “Bid Data Sheet (BDS)” means such part of the Instructions to Bidders used to reflect specific assignment conditions.
- (g) “Day” means calendar day.
- (h) “Evaluation Committee” it is a panel of experts appointed by the Procuring Entity and assigned to evaluate the bids.
- (i) “Instructions to Bidders” (Section 2 of the BD) means the document which provides Bidders with all information needed to prepare their bids .
- (j) “LOI” (Section 1 of the BD) means the Letter of Invitation being sent by the Procuring Entity to the Bidders.
- (k) “Proposal” means the Technical Proposal and the Financial Proposal.
- (l) “Services” means the (consulting) services or the work to be performed by the Contractor pursuant to the Contract.
- (m) “Subcontractor” means any person or entity with whom the Bidder or Contractors intends to subcontract any part of the Services.
- (n) “Technical Specifications” means the document included in the BD as Section VI which provides the minimum technical

characteristics and the quantities of goods and related services needed by the Procuring Entity from the Contractor.

A. General

1. **Scope of Bid**
 - 1.1 The Procuring Entity **indicated in the Bidding Data Sheet (BDS)**, issues these Bidding Documents for the supply of Goods and Related Services incidental thereto as specified in Section VI, Schedule of Requirements. The name and identification number of the contract for this procurement are **specified in the BDS**. The name, identification, and number of lots of are **provided in the BDS**.
 - 1.2 The procurement method used for acquisition of the Goods and Related Services incidental thereto as specified in Section VI, Schedule of Requirements of Invitation, is as indicated in **the Bidding Data Sheet**, method detailed in the edition of the Guidelines indicated in **the Bidding Data Sheet**.
 - 1.3 The Bidders are invited to submit bids for the goods and related services specified in Section VI, Schedule of Requirements.
 - 1.4 Unless otherwise **specified in the BDS**, when the Contract is divided into lots, Bidders may bid for one, more or for all lots as they wish. However, the quantity of goods and services indicated under each individual lot shall be indivisible. Bids for only part of the goods and related services indicated under each lot shall be considered incomplete and automatically disqualified.
2. **Fraud and Corruption**
 - 2.1 It is COMESA Secretariat's policy to require that Procuring Entity as well as bidders, suppliers, and contractors and their subcontractors under COMESA Secretariat-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts.¹ In pursuance of this policy, the COMESA Secretariat:
 - (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (i) "corrupt practice" is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
 - (ii) "fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

¹ *In this context, any action taken by a bidder, supplier, contractor, or a sub-contractor to influence the procurement process or contract execution for undue advantage is improper.*

- (iii) “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
- (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
- (v) “obstructive practice” is
 - (aa) deliberately destroying, falsifying, altering or concealing material evidence to the investigation or making false statements to investigators in order to materially impede a COMESA Secretariat, or a governmental or independent investigation into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or
 - (bb) acts intended to materially impede the exercise of the COMESA Secretariat or governmental or inspection and audit rights.
- (b) It will take the following measures against the bidder recommended for award who has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question.
 - (i) will reject the bid for award.
 - (ii) will declare the bidder/the contractor, including its affiliates, ineligible, either indefinitely or for a stated period, to become a COMESA Secretariat contractor.
 - (iii) will cancel or terminate any on-going contract with the bidder /the contractor.
 - (iv) will request the relevant national authorities to conduct a joint investigation with COMESA Secretariat to inspect or carry out audits of the bidder /the contractor’ accounting records and financial statements in connection with the contract in question for which it was found guilty of engaging in corrupt, fraudulent, collusive, coercive, or obstructive practices;

- (v) will forfeit the bid or performance securities of the bidder /the contractor.
- (vi) will suspend any payments due to the bidder/ contractor, under the contract in question or any other contract the bidder/contractor might have with the organization, until the extent of damage caused by its engagement in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the COMESA Secretariat's contract are determined and recovered, and
- (vii) will sue the bidder /contractor to recover the damages caused by its engagement in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question, if they are not fully recovered by the securities and the payments otherwise due to the bidder/contractor.

3. Eligible Bidders

3.1 Pursuant the paragraph 3.2 to 3.4 of this Clause, participation in tender and in award of contracts shall be open on equal terms to:

- a) Natural persons, companies or firms, associations or public or semi -public agencies.
- b) Cooperative societies and other legal persons governed by public or private law.
- c) Joint ventures, consortium, or association of firms

3.2 Bidders shall not be eligible for the award of contracts where:

- a) They are bankrupt;
- b) Payments to them have been suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with their national laws in the total or partial loss of the right to administer and dispose of their property;
- c) Legal proceedings have been instituted against them involving an order suspending payments and which may result, in accordance with their national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of their property;
- d) They have been convicted, by a final judgment, of any crime or offence concerning their professional conduct;

- e) They are guilty of serious misrepresentation with regard to information required for participation in an invitation to tender;
 - f) They have been sanctioned by COMESA Secretariat pursuant to the Article 47 paragraph (3) letter b;
- 3.3 When international restricting bidding or limited bidding is employed, and the invitation to bid was sent to Bidders, only Bidders indicated in **the Bidding Data Sheet** are allowed to participate in this bidding process. If a Bidders is shortlisted as Joint Venture or Consortium, the composition of Joint Venture or Consortium can be changed with prior approval of the Procuring Entity and only if (i) is supported by solid and objective arguments, (ii) does not alter the competition, (iii) is not generating a conflict, and (iv) is not invalidating the criteria and conditions in place when the joint venture or consortium was prequalified.
- 3.4 A Bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they:

- (a) are or have been associated in the past, with a firm or any of its affiliates which have been engaged by the Procuring Entity to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the general services to be purchased under these Bidding Documents. Affiliates are the group of companies, firms, associations, etc. where the Bidder or any of the major shareholders owns a minimum of twenty percent (20%) of shares of the share capital. For the same purpose, major shareholder is any legal or physical person who owns no less than twenty percent (20%) of the shares of the Bidder; or
 - (b) submit more than one bid in this bidding process, except for alternative offers permitted under ITB Clause 13. However, this does not limit the participation of subcontractors in more than one bid; or
 - (c) they have controlling partners in common; or
 - (d) they receive or have received any direct or indirect subsidy from any of them; or
 - (e) they have the same legal representative for purposes of this bid; or
 - (f) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder, or influence the decisions of the Procuring Entity regarding this bidding process; or
 - (g) a Bidder was affiliated with a firm or entity that has been hired (or is proposed to be hired) by the Procuring Entity as project manager, supervisor, assessor, monitor, evaluator, auditor or any others similar assignment for the contract.
- 3.5 A Bidder that is under a declaration of ineligibility by the COMESA Secretariat in accordance with ITB Clause 2, at the date of contract award, shall be disqualified. The list of debarred firms is available at the electronic address specified in the **BDS**.
- 4. Eligible Goods and Related Services**
- 4.1 Unless otherwise stated **in the BDS**, COMESA Secretariat does not restrict the Goods and Related Services to be supplied under the Contract and based on their origin.

- 4.2 For purposes of this Clause, the term “goods” includes commodities, raw material, machinery, equipment, and industrial plants; and “related services” includes services such as insurance, installation, training, and initial maintenance.
- 4.3 The term “origin” means the country where the goods have been mined, grown, cultivated, produced, manufactured, or processed; or, through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components.

B. Contents of Bidding Documents

5. Sections of Bidding Documents
- 5.1 The Bidding Documents consist of Parts 1, 2, and 3, which include all the Sections indicated below, and should be read in conjunction with any Addendum issued in accordance with ITB Clause 7.
- PART 1 Bidding Procedures**
- Section I. Instructions to Bidders (ITB)
 - Section II. Bidding Data Sheet (BDS)
 - Section III. Evaluation Criteria
 - Section IV. Bidding Forms
- PART 2 Supply Requirements**
- Section VI. Schedule of Requirements
- PART 3 Contract**
- Section VII. Contract Forms
 - Section VIII. Special Conditions of Contract (SCC)
 - Section IX. General Conditions of Contract (GCC)
- 5.2 The Invitation for Bids issued by the Procuring Entity is not part of the Bidding Documents.
- 5.3 The Procuring Entity is not responsible for the completeness of the Bidding Documents and their addendum, if they were not obtained directly from the Procuring Entity.
- 5.4 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information or documentation required by the Bidding Documents may result in the rejection of the bid.
6. Clarification of Bidding Documents
- 6.1 A prospective Bidder requiring any clarification of the Bidding Documents shall contact the Procuring Entity in writing at the Procuring Entity's address **specified in the BDS**. The Procuring Entity will respond in writing to any request for clarification, provided that such request is received no later than twenty-one (21) days prior to the deadline for submission of bids. The Procuring Entity shall forward copies of its response to all those who have acquired the Bidding Documents directly from it, including a description of the inquiry but without identifying its source. Should the Procuring Entity deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB Clause 7 and ITB Sub-Clause 23.2.

- 7. Amendment of Bidding Documents**
- 7.1 At any time prior to the deadline for submission of bids, the Procuring Entity may amend the Bidding Documents by issuing addendum.
- 7.2 Any addendum issued shall be part of the Bidding Documents and shall be communicated in writing to all who have obtained the Bidding Documents directly from the Procuring Entity.
- 7.3 To Bidders reasonable time in which to take an addendum into account in preparing their bids, the Procuring Entity may, at its discretion, extend the deadline for the submission of bids, pursuant to ITB Sub-Clause 23.2

C. Preparation of Bids

- 8. Cost of Bidding**
- 8.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 9. Language of Bid**
- 9.1 The Bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Entity, shall be written in the language indicated in the **BDS**. Supporting documents and printed literature that are part of the Bid may be in another language provided they are accompanied by an accurate translation of the relevant passages into the official language of the bidding process, in which case, for purposes of interpretation of the Bid, such translation shall govern.
- 10. Documents Comprising the Bid**
- 10.1 The Bid shall comprise the following:

- (a) Bid Submission Form, Technical Offer Form and the applicable Price Schedules, in accordance with ITB Clauses 11, 13, and 14;
- (b) Bid declaration Form, in accordance with ITB Clause 20, if required;
- (c) Written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB Clause 21;
- (d) Documentary evidence in accordance with ITB Clause 15 establishing the Bidder's eligibility to bid;
- (e) Documentary evidence in accordance with ITB Clause 16, that the Goods and Related Services to be supplied by the Bidder are of eligible origin;
- (f) Documentary evidence in accordance with ITB Clauses 17 and 29, that the Goods and Related Services conform to the Bidding Documents;
- (g) Documentary evidence in accordance with ITB Clause 18 establishing the Bidder's qualifications to perform the contract if its bid is accepted; and
- (h) any other document **required in the BDS**.

11. Bid Submission Form, Technical Offer Form and Price Schedules

- 11.1 The Bidder shall submit the Bid Submission Form using the form furnished in Section IV, Bidding Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.
- 11.2 The Bidder shall submit the Technical Offer Form using the form furnished in Section IV, Bidding Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.
- 11.3 The Bidder shall submit the Price Schedules for Goods and Related Services using the forms furnished in Section IV, Bidding Forms

12. Alternative Bids

- 12.1 Unless otherwise **specified in the BDS**, alternative bids shall not be considered.

13. Bid Prices and Discounts

- 13.1 The prices and discounts quoted by the Bidder in the Bid Submission Form and in the Price Schedules shall conform to the requirements specified below.

- 13.2 All lots and items must be listed and priced separately in the Price Schedules.
- 13.3 The price to be quoted in the Bid Submission Form shall be the total price of the bid, excluding any discounts offered.
- 13.4 The Bidder shall quote any unconditional discounts and indicate the method for their application in the Bid Submission Form.
- 13.5 The terms EXW, CIP, and other similar terms shall be governed by the rules prescribed in the current edition of Incoterms, published by The International Chamber of Commerce, as specified in the **BDS**.
- 13.6 Prices shall be quoted as specified in each Price Schedule included in Section IV, Bidding Forms. The dis-aggregation of price components is required solely for the purpose of facilitating the comparison of bids by the Procuring Entity. This shall not in any way limit the Procuring Entity's right to contract on any of the terms offered. Prices shall be entered in the following manner:
- (a) For Goods manufactured in the Procuring Entity's Country:
 - (i) the price of the Goods quoted EXW (ex - works, ex - factory, ex warehouse, ex showroom, or off-the-shelf, as applicable), including all customs duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of the Goods;
 - (ii) any Procuring Entity's Country sales tax and other taxes which will be payable on the Goods if the contract is awarded to the Bidder; and
 - (iii) the price for inland transportation, insurance, and other local services required to convey the Goods to their final destination (Project Site) specified in the **BDS**.
 - (b) For Goods manufactured outside the Procuring Entity's Country, to be imported:
 - (i) the price of the Goods, quoted CIP named place of destination, in the Procuring Entity's Country, or CIF named port of destination, as specified in the **BDS**;
 - (ii) the price for inland transportation, insurance, and other local services required to convey the Goods from the named place of destination to their final destination (Project Site) specified in the **BDS**;

- (iii) in addition to the CIP prices specified in (b)(i) above, the price of the Goods to be imported may be quoted FCA (named place of destination) or CPT (named place of destination), if so specified in the **BDS**;

13.7 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account, unless otherwise specified in the **BDS**. A Bid submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected, pursuant to ITB Clause 29. However, if in accordance with the **BDS**, prices quoted by the Bidder shall be subject to adjustment during the performance of the Contract, a bid submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.

13.8 If so, indicated in ITB Sub-Clause 1.3, bids are being invited for individual contracts (lots) or for any combination of contracts (packages). Bidders wishing to offer any price reduction (discount) for the award of more than one Contract shall specify the applicable price reduction in accordance with ITB Sub-Clause 13.4 provided the bids for all lots are submitted and opened at the same time.

14. Currencies of Bid

14.1 The Bidder shall quote in US Dollars. **Bids expressed in any other currency will be automatically rejected.**

14.2 The bidders shall bear all the associated cost and risk deriving from currency exchange from US Dollars into their normal currency of trade.

15. Documents Establishing the Eligibility of the Bidder

15.1 To establish their eligibility in accordance with ITB Clause 3, Bidders shall complete the Bidder information form and Bid Submission Form, included in Section IV, Bidding Forms and provide the requested supporting documents indicated in these forms.

16. Documents Establishing the Eligibility of the Goods and Related Services

16.1 To establish the eligibility of the Goods and Related Services in accordance with ITB Clause 4, Bidders shall complete the country-of-origin declarations in the Price Schedule Forms, included in Section IV, Bidding Forms.

17. Documents Establishing the Conformity of

17.1 To establish the conformity of the Goods and Related Services to the Bidding Documents, the Bidder shall furnish as part of his Bid the documentary evidence that the Goods conform to the

- the Goods and Related Services** technical specifications and standards specified in Section VI, Schedule of Requirements.
- 17.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Schedule of Requirements.
- 18. Documents Establishing the Qualifications of the Bidder**
- 18.1 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall be established to the Procuring Entity's satisfaction:
- (a) that, if **required in the BDS**, a Bidder that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer's Authorization using the form included in Section IV, Bidding Forms to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Procuring Entity's Country; and
 - (b) that the Bidder meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.
- 19. Period of Validity of Bids**
- 19.1 Bids shall remain valid for the period **specified in the BDS** after the bid submission deadline date prescribed by the Procuring Entity. A bid valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.
- 19.2 In exceptional circumstances, prior to the expiration of the bid validity period, the Procuring Entity may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB Clause 20, it shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its bid, except as provided in ITB Sub-Clause 19.3.
- 19.3 In the case of fixed price contracts, if the award is delayed by a period exceeding fifty-six (56) days beyond the expiry of the initial bid validity, the Contract price shall be adjusted as specified in

the request for extension. Bid evaluation shall be based on the Bid Price without taking into consideration the above correction.

20. Bid Security 20.1 The Bidder shall furnish as part of its bid, a Bid Security, if required, as **specified in the BDS**.

21. Format and Signing of Bid 21.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB Clause 10 and clearly mark it "ORIGINAL." In addition, the Bidder shall submit copies of the bid, in the number specified in the **BDS** and clearly mark them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.

21.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.

21.3 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Bid.

D. Submission and Opening of Bids

22. Submission, Sealing and Marking of Bids 22.1 Bidders may always submit their bids by mail or by hand. When so specified in the **BDS**, bidders shall have the option of submitting their bids electronically.

(a) Bidders submitting bids by mail or by hand, shall enclose the original and each copy of the Bid, including alternative bids, if permitted in accordance with ITB Clause 12, in separate sealed envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." These envelopes containing the original and the copies shall then be enclosed in one single envelope. The rest of the procedure shall be in accordance with ITB sub-Clauses 22.2 and 22.3.

22.2 If all envelopes are not sealed and marked as required, the Procuring Entity will assume no responsibility for the misplacement or premature opening of the bid.

23. Deadline for Submission of Bids 23.1 Bids must be received by the Procuring Entity at the address and no later than the date and time **specified in the BDS**.

24. Late Bids 24.1 The Procuring Entity shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB Clause 23. Any bid received by the Procuring Entity after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.

25. Withdrawal, Substitution, and Modification of Bids

25.1 A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice in accordance with ITB Clause 22, duly signed by an authorized representative, and shall include a copy of the authorization (the power of attorney) in accordance with ITB Sub-Clause 21.2, (except that no copies of the withdrawal notice are required). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be:

25.2 Bids requested to be withdrawn in accordance with ITB Sub-Clause 25.1 shall be returned unopened to the Bidders.

25.3 No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Submission Form or any extension thereof.

26. Bid Opening

26.1 The Procuring Entity shall conduct the bid opening as **specified in the BDS.**

26.2 All other envelopes shall be opened one at a time, reading out: the Bid Prices, the presence of Bid-Securing Declaration, if required; and any other details as the Procuring Entity may consider appropriate. No Bid shall be rejected at Bid opening except for late bids, in accordance with ITB Sub-Clause 24.1.

The Procuring Entity shall prepare a record of the Bid opening. The Bidders' representatives who are present shall be requested to sign the attendance sheet. A copy of the record shall be distributed to all Bidders who submitted bids in time

E. Evaluation and Comparison of Bids**27. Confidentiality**

27.1 Information relating to the examination, evaluation, comparison, and qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.

27.2 Any effort by a Bidder to influence the Procuring Entity in the examination, evaluation, and comparison, of the bids or contract award decisions may result in the rejection of its Bid.

27.3 Notwithstanding ITB Sub-Clause 27.2, from the time of bid opening to the time of Contract Award, if any Bidder wishes to contact the Procuring Entity on any matter related to the bidding process, it should do so in writing.

- 28. Clarification of Bids** To assist in the examination, evaluation, and comparison of the bids, the Procuring Entity may, at its discretion, ask any Bidder for a clarification of its Bid. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered in the evaluation of the bids, in accordance with ITB Clause 30.
- 29. Responsiveness of Bids**
- 29.1 The Procuring Entity's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 29.2 A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:
- (a) affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or
 - (b) limits in any substantial way, inconsistent with the Bidding Documents, the Procuring Entity's rights or the Bidder's obligations under the Contract; or
 - (c) if rectified would unfairly affect the competitive position of other bidders presenting substantially responsive bids.
- 29.3 If a bid is not substantially responsive to the Bidding Documents, it shall be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.
- 30. Nonconformities, Errors, and Omissions**
- 30.1 Provided that a Bid is substantially responsive, the Procuring Entity may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.
- 30.2 Provided that a bid is substantially responsive, the Procuring Entity may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.
- 30.3 Provided that the Bid is substantially responsive, the Procuring Entity shall correct arithmetical errors on the following basis:

- (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

30.4 If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be rejected.

31. Preliminary Examination of Bids

31.1 The Procuring Entity shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 10 have been provided, and to determine the completeness of each document submitted.

31.2 The Procuring Entity shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the offer shall be rejected.

- (a) Bid Submission Form, in accordance with ITB Sub-Clause 11.1;
- (b) Technical Offer Form, in accordance with ITB Sub-Clause 11.2;
- (c) Price Schedules, in accordance with ITB Sub-Clause 11.3;

32. Examination of Terms and Conditions; Technical Evaluation

32.1 The Procuring Entity shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.

32.2 The Procuring Entity shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 17, to confirm that all requirements specified in Section VI, Schedule of

Requirements of the Bidding Documents have been met without any material deviation or reservation.

32.3 If, after the examination of the terms and conditions and the technical evaluation, the Procuring Entity determines that the Bid is not substantially responsive in accordance with ITB Clause 29, it shall reject the Bid.

33. Evaluation of Bids

33.1 The Procuring Entity shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.

33.2 To evaluate a Bid, the Procuring Entity shall only use criteria defined in this ITB.

33.3 To evaluate a Bid, the Procuring Entity shall consider the following:

- (a) evaluation will be done for Items or Lots, as specified in the BDS; and the Bid Price as quoted in accordance with clause 14;
- (b) price adjustment for correction of arithmetic errors in accordance with ITB Sub-Clause 30.3;
- (c) price adjustment due to discounts offered in accordance with ITB Sub-Clause 13.4; and
- (d) adjustments due to the application of the evaluation criteria specified in the BDS from amongst those set out in Section III, Evaluation and Qualification Criteria.

33.4 If so specified in the BDS, the Procuring Entity shall grant a margin of preference in the evaluation of bids

33.5 If so specified in the BDS, these Bidding Documents shall allow Bidders to quote separate prices for one or more lots,

34. Comparison of Bids

34.1 The Procuring Entity shall compare all substantially responsive bids to determine the lowest-evaluated bid.

35. Procuring Entity's Right to Accept Any Bid, and to Reject Any or All Bids

35.1 The Procuring Entity reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

F. Award of Contract

- 36. Award Criteria** The Procuring Entity shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive.
- 37. Procuring Entity's Right to Vary Quantities at Time of Award** At the time the Contract is awarded, the Procuring Entity reserves the right to increase or decrease the quantity of Goods and Related Services originally specified provided this does not exceed the percentages **specified in the BDS**, and without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.
- 38. Notification of Award**
- 38.1 Prior to the expiration of the period of bid validity, the Procuring Entity shall notify the successful Bidder, in writing, that its Bid has been accepted.
- 38.2 Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.
- 38.3 The Procuring Entity shall publish a Contract Award Notice on COMESA Secretariat website results of the evaluation, and notify in writing both the successful and unsuccessful bidder. After publication of the Contract Award Notice, within maximum ten (10) working days unsuccessful bidders may appeal in writing to the Procuring Entity decision in accordance with the relevant clause of COMESA Secretariat Procurement Guidelines **specified in the BDS**.
- 38.4 In case of an appeal, the Procuring Entity may suspend the signature of the contract with the successful bidder until a appeal procedures are completed and a final decision it's taken by the COMESA Secretariat. All bidders will be informed in writing about the suspension of the award of the contract and might be requested to extend the validity of their offers in accordance with ITB Clause 19.
- 38.5 Upon the successful Bidder's furnishing of the signed Contract Form and performance security pursuant to ITB Clause 40, the Procuring Entity will promptly discharge the bid security of each unsuccessful Bidder, pursuant to ITB Clause 20.4.

- 39. Signing of Contract**
- 39.1 Promptly after notification, the Procuring Entity shall send the successful Bidder the Agreement and the Special Conditions of Contract.
- 39.2 Within twenty-eight (28) days of receipt of the Agreement, the successful Bidder shall sign, date, and return it to the Procuring Entity.
- 40. Performance Security**
- 40.1 Within twenty-eight (28) days of the receipt of notification of award from the Procuring Entity, the successful Bidder, if required, shall furnish the Performance Security in accordance with the GCC.
- 40.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

Section II. Bidding Data Sheet (BDS)	
The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.	
ITB Clause Reference	A. General
ITB 1.1	The Procuring Entity is: COMESA Secretariat
ITB 1.1	The name and identification number of the Contract is: TENDER FOR THE SUPPLY AND DELIVERY OF EQUIPMENT FOR SEYCHELLES INCUBATION CENTRE. REFERENCE: CS/IAD/1400/2(035 – 22) PM-ab
ITB 1.2	The procurement method is: OPEN COMPETITIVE BIDDING The procurement rules and procedures edition is : 2014
ITB 1.3	The tender has 4 lots. Bidders “are” allowed to bid for one, two, three or all lots.
ITB 3.3	A list of shortlisted firms invited to bid is the following: N/A
ITB 3.5	A list of firms debarred from participating in COMESA Secretariat financed projects is available: N/A
ITB 5.1	Goods and related services originating from the following countries are not eligible for COMESA Secretariat financed contracts: “Not Applicable”

B. Contents of Bidding Documents	
ITB 6.1	<p>For <u>Clarification of bid purposes</u> only, the Procuring Entity's address is:</p> <p>The Head of Procurement COMESA Secretariat Lusaka Zambia</p> <p>Attention: Head – Procurement Unit</p> <p>E-mail: smwesigwa@comesa.int copy to: abyabato@comesa.int</p> <p>Clarifications can be obtained in writing only.</p> <p>Request for clarifications from bidders shall be received by 11 December 2024 and responses to the requests shall be done 3 days before the closure of the bidding period.</p>
C. Preparation of Bids	
ITB 9	The official language of the bidding process is <i>English</i>
ITB 10.1 (h)	<p>The Bidder shall submit the following additional documents in its bid:</p> <ol style="list-style-type: none"> i. Your company profile including full address and contact information. ii. Certificate of registration/incorporation. iii. Valid tax clearance certificate iv. Powers of attorney v. Bid submission form vi. Bid declaration/information form. vii. Technical offer form viii. Price schedule ix. Manufacturer's Authorization.
ITB 12.1	Alternative Bids shall <i>not</i> be considered.
ITB 13.5	<p>The Incoterms edition is 2020 - DDP at the address below:</p> <p>COMFWB SEYCHELLES CHAPTER C/O SEYCHELLES INVESTMENT BOARD 2nd Floor, Independence House Annex Bldg Victoria, Mahe, SEYCHELLES</p> <p>Email contact: comfwbseychelles@gmail.com; claudettealbert56@gmail.com Mob: + 248 2615160/ 248 2828297</p> <p>Goods shall be delivered to the above address within 60 days after contract signature.</p>
ITB 13.6	Place of Destination: As in ITB 13.5 above and <i>PART 2 – Supply Requirements, Section VI. Schedule of Requirements</i>

ITB 13.7	The prices quoted by the Bidder “shall not” be adjustable.
ITB 14.1	The Bidder shall quote in US Dollars
ITB 17.2	Bids without detailed technical documentation for the Goods will be automatically rejected.
ITB 18.1 (a)	Manufacturer’s authorization is: “required”
ITB 18.1 (b)	After sales service is: “required”
ITB 19.1	The bid validity period shall be 120 days from the day of deadline for submission of bids.
ITB 20	The amount of the Bid Security shall be: N/A
ITB 21.1	There will be no physical submission of tender documents. All tenders shall be submitted by email as provided in ITB 23.1
D. Submission and Opening of Bids	
ITB 22.1	Bidders “shall not” have the option of submitting their bids physically. All tender documents shall be submitted by email as provided in ITB 23.1
ITB 23.1	The deadline for bid submission shall be 8 th January 2025, at 10:00hrs Lusaka time.
ITB 23.1	Bids shall be submitted via email to procurement@comesa.int and copy abyabato@comesa.int . Only online submissions shall be entertained The email of submission should quote the subject of procurement with the Reference Number indicated on the front page.
ITB 26.1	A public bid opening session shall be conducted upon closure of bidding period. The time for Bid opening will be 10:30hrs Lusaka time.
E. Evaluation and Comparison of Bids	
ITB 33.3	<i>Price is the only criterion once the bid complies with all the administrative and technical specifications.</i> <i>If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. An item not listed in the Price Schedule shall be assumed to be not included in the bid, and provided that the bid is substantially responsive, the average price of the item quoted by substantially responsive bidders will be added to the bid price and the equivalent total cost of the bid so determined will be used for price</i>

	<i>comparison.</i>
ITB 33.4	A margin of preference of 10% is granted for goods and/or services originating from COMESA, ACP & EU countries. N/A
ITB 33.5	Bidders are allowed to bid for one lot or both lots but not for part of a lot. N/A
	F. Award of Contract
ITB 40	The performance securities are as follows: <i>“not required”</i>

Section III. Evaluation and Qualification Criteria

Contents

- 1. Evaluation Criteria (ITB 33.3)**
- 2. Multiple contracts (ITB 33.3d)**
- 3. Qualification Criteria (ITB 18)**

1. Evaluation Criteria (ITB 33.3)

The Procuring Entity shall award the contract(s) to the Bidder who offers Goods and/or Services complying with all requirements and conditions and offers the lowest prices.

2. Post-Qualification Criteria (ITB 18)

No.	Subject	Requirement	Compliance with the requirement	Source of information	Supporting documents
			Single Entity/JV/Consortium		
2.1	Experience in implementing similar contracts.	a) Experience as a Contractor, in at least one (1) similar supply contract within the last five (5) years , with a value of at least the value of the bid price that has been successfully and substantially completed. The similarity shall be based on the value and kind of equipment supplied.	single entity must meet the requirement, and JV/consortium as a whole must meet the requirement	Form 2a	Copies of relevant pages of said contract
2.2	Financial Resources	a) The Average Annual turnover of the contractor in the last one (1) year (for which audited accounts are available) must exceed the total contract amount for his bid.	single entity must meet the requirement, and JV/consortium as a whole must meet the requirement	Form 3	Copies of relevant pages of said financial statement

Section IV. Bidding Forms

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Price and Completion Schedule Error! Bookmark not defined.

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Manufacturer’s Authorization 67

Bid Security (Bank Guarantee) 65

Manufacturer’s Authorization 67

Administrative Compliance Form

Technical Compliance form

Qualification Forms Error! Bookmark not defined.

Bidder Information Form

Date: *[insert day, month, year]*

Contract title:

REFERENCE NUMBER

Page *[insert page number]* of *[insert total number]* pages

This Bid is submitted as <i>["Single Entity" or "Joint Venture/Consortium" delete as appropriate]</i>
<i>(In case of Joint Venture/Consortium) The partner in charge is [insert full legal name]</i>
Bidders' legal name(s): <i>[insert full legal name of the Joint Venture/consortium and of each of the partners]</i>
Bidders' country of constitution: <i>[indicate country of Constitution of the Joint Venture/Consortium and of each of the partners]</i>
Bidders' year of constitution: <i>[indicate year of Constitution of the Joint Venture/Consortium and of each of the partners]</i>
Bidders' legal address in country of constitution: <i>[insert street/ number/ town or city/ country of the Joint Venture/Consortium and of each of the partners]</i>
Bidders' registration number in the country of constitution <i>[indicate the registration number of the Joint Venture/consortium and of each of the partners]</i>
Bidders' authorized representative information <i>[of the Joint Venture/Consortium and of each of the partners]</i> Name: <i>[insert full legal name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
Attached are copies of original documents of <i>[in case of Joint Venture/Consortium these documents must be provided for each partner of the Joint Venture/Consortium]</i> <input type="checkbox"/> Articles of Incorporation or Documents of Constitution , and documents of registration of the legal entity named above. Please attach these documents to the signed Bid Submission Form .

Signed *[insert signature(s) of an authorized representative(s) of the Bidder]*

Name *[insert full name of person signing the application]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

Bid Submission Form

To: *[insert complete name of Procuring Entity]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: _____ *[insert the number and issuing date of each Addenda]*;
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services _____ *[insert a brief description of the Goods and Related Services]*;
- (c) The total price of our Bid, is: _____ *[insert the total bid price in words and figures, indicating the various amounts and the respective currencies]*;
- (d) Our bid shall be valid for the period of time specified in ITB Sub-Clause 19.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 23.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (e) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 40 and GCC Clause 17 for the due performance of the Contract;
- (f) We, including any subcontractors or suppliers for any part of the contract, have nationality from eligible countries _____ *[insert the nationality of the Bidder, including that of all parties that comprise the Bidder, if the Bidder is a JV, and the nationality each subcontractor and supplier]*
- (g) We have no conflict of interest in accordance with ITB Sub-Clause 3.4;
- (h) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—has not been declared ineligible by the COMESA Secretariat, under the Procuring Entity's country laws or official regulations, in accordance with ITB Sub-Clause 3.3;
- (i) Our firm, its affiliates or subsidiaries—including any subcontractors or suppliers for any part of the contract—are not falling under any of the exclusion criteria stated in ITB Sub-Clause 3.4;

- (l) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (m) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: _____ *[insert signature of person whose name and capacity are shown]*
 In the capacity of _____ *[insert legal capacity of person signing the Bid Submission Form]*

Name: _____ *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf
 of: _____ *[insert complete name of Bidder]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Attached are certified copies of original documents of *[in case of Joint Venture/Consortium these documents must be provided for each partner of the Joint Venture/Consortium]*

- The Fiscal Certificate (*Tax Clearance certificate issued by the Revenue Authority*) to demonstrate compliance with payment of taxes and social security obligations
- The power of attorney for the authorized representative of the signatory of the bid to allow her/him to engage the Bidder into contracts with the Procuring Entity.
- In case of JV/Consortium, the JV/Consortium agreement.

Please attach these documents to the signed **Bid Submission Form**.

Technical COMPLIANCE Form

TECHNICAL SPECIFICATIONS + TECHNICAL OFFER

Columns 1-2 should be completed by the Procuring Entity

Columns 3-4 should be completed by the bidder.

Column 5 is reserved for the evaluation committee.

The contractor's technical offer

Bidders are requested to complete the template on the next pages:

- Column 2 is completed by the Procuring Entity shows the required specifications (not to be modified by the bidder),
- Column 3 is to be filled in by the bidder and must detail what is offered (for example the words 'compliant' or 'yes' are not sufficient)
- Column 4 allows the bidder to make comments on its proposed supply and to make eventual references to the documentation.

The eventual documentation supplied should clearly indicate (highlight, mark) the models offered and the options included, if any, so that the evaluators can see the exact configuration. Offers that do not permit to identify precisely the models and the specifications may be rejected by the evaluation committee.

The offer must be clear enough to allow the evaluators to make an easy comparison between the requested specifications and the offered specifications.

TENDER FOR SUPPLY AND DELIVERY OF EQUIPMENT FOR SEYCHELLES INCUBATION CENTRE.

SN	1 <i>Item Description</i>	2 <i>Specifications Required</i>	QTY	3 <i>Specifications Offered</i>	4 <i>Remarks by the bidder</i>	5 <i>Evaluation committee notes</i>
LOT 1: BAKING EQUIPMENT						
1	CONVECTION ELECTRIC OVEN	stainless steel body 5 pieces baking tray 40 x 60cm 9.5kw / 3 phase electric Dimension: 950*1370*1800mm Weight 150kg 2 years Warranty	1			
2	CAKE MIXER 20 LITRES	0.38kv single phase 3 speeds rpm 131/288/518 has whip, hook and paddle Dimension 500*560*830 mm Weight 83kg 2 years Warranty	1			
3	DOUGH SHEETER FOR CROISSANT MODEL BK- 450T	Conveyor belt size 1700*430mm Max.dough weight 4 kg Pressing Thickness 0.5-38 mm Dimension 1770*810*640mm power 0.55 kw / single phase weight 120kg 2 years Warranty	1			
4	ALUMINIUM ALLOY HIGH QUALITY BAKING	tray size 600 mm * 400 mm, non stick teflon coating	24			

5	BAKING TINS 450GM	non stick teflon coating heavy duty made baking tins one trolley can put 30 strings, one trolley put 120pcs 450g toast bread	12			
6	5 RIBS ALUMINUM ALLOY BAGETTE TRAY,	non stick teflon coating trays trays sizes 600*400*35 mm	24			
7	TRAY RACKS	32 trays capacity of 400*600mm stainless steel 201 material	1			
8	WORK TABLE	stainless steel 1.5m length	1			
	DELIVERY PERIOD	Within 60 days after contract signature				
LOT 2: KITCHEN EQUIPMENT						
1	BAKING OVEN	BJY_2B+gas baking oven proofer 2 decks gas baking oven 8 pan proofer	2			
2	HOOD FOR BAKERY OVEN	Z/PKTRAYS666 stainless steel	1			
3	PAINTED STAND FOR BAKERY	Code: 1384P Virtus	1			
4	WORK TABLE WITH SHELF	code: HCA0028 with 1000x700mm stainless steel AISI 304 work top with bilaminated panel 4x4 cm AISI 304 stainless steel legs with ABS ajustable feet 1.5cm thick 10cm high	2			

5	HAMBURGER PRESS	manual Code FIB0004 100mm stainless steel simple and compact patty press with built in sheet holder rubber feet	1			
6	GAS OVEN 6 BURNERS	Code: VS70120CFGGAS range on static maxi gas oven burners in cast iron and brass	1			
7	VEGETABLE CUTTER WITH 5 DISCS 300KG/H	Code:12 vegetable cutter with 5 discs made with anodized aluminium equipped with 3 discs for slicing 2 for grating	1			
8	BLAST CHILLER	Code BKZ0023/TN blast chiller 10xGN 1/1-600x400mm plus 90 degrees C to minus 18 C Inside and outside made of AISI stainless steel 304 18/10	1			
9	UTENSIL WASHER	Code: GLB0040/CN washer with detergent injector drain pump, electronic, rackx60cm, MAX H=40cm 50	1			
10	VACUUM MACHINE	Code:FGZ0005 table top vacuum sealing bar 280MM cycle 25-60 secs	1			

11	COLD ROOM	Code: BOZ0117 Thickness 80mm, H=2010mm x 3000x3000mm 80mm panel thickness 42kg/m3 density polyurethane insulation; modular panels	1			
12	LIGHTING SET	Code:Z TKITLUCSH lighting set lamp +wiring split cooling unit	1			
13	WORK TABLE WITH SHELF	code: HCA0033 work table with shelf 1800x700mm AISI 304 and stainless steel AISI 430 compliant with product hygiene standard thickness 1.5cm and height 10cm	4			
14	WORK CUPBOARD WITH SLIDING DOORS	Code: HC0059 work cupboard with sliding doors and upstand 1200x700mm Stainles steel AISI 304 and 430 upstand thickness 1.5cm and height 10cm	1			
15	SINK UNIT	Code: GLA0017 sink unit 2 sinks 2 draining boards on legs with lower shelf 2000x700mm	1			
	DELIVERY PERIOD	Within 60 days after contract signature				
LOT 3: JUICE JAM EQUIPMENT						

1	PASTEURISER MACHINE	Stainless steel G-304 inner tank stainless steel sheet 3mm water jacket stainless steel sheet 2mm G 304 grand outer part stainless steel 1.5mm 201 capacity 300litres electric heated with agitator	1			
2	FRUIT PULPER	made of stainless steel G304 capacity 300litres electric driven	1			
3	WORK TOP TABLES	made of stainless steel G304 size: 2000x1000x820mm	6			
4	FILLING TANK TABLE	made of stainless steel 1.5mmG304 size: 1500x600x900mm	1			
5	FILLING TANK	made of stainless steel 1.5mmG304 capacity 300 litres	1			
6	DOUBLE BOWL SINK	made of stainless steel 1.5mmG304 size: 2000x1000x900mm sink size: 500x500x300mm	1			
7	BLANCHER	made of stainless steel 1.5mmG304 size: 1800x600x600mm capacity 300 litres electric heated	1			
8	COOLING TANK	made of stainless steel 2.00mm G304 using cold water with stirrer	1			

		capacity 300litres				
9	BLENDER FOR BLENDING RAW PRODUCTS MATERIALS	made of stainless steel 1.5mm G304 electric driven capacity 25 litres	1			
10	BLENDER MIXER FOR BLENDING SOLUBLE	made of stainless steel 1.5mm G304 capacity 50 litres electric driven	1			
11	ELEVATED PLATFORM	frame made by stainless steel covered with aluminium chequered plate	1			
13	VEGETABLE CUTTER MACHINE	capacity 50 to 100kg per day with different or various cutting disks single phase volts 220 - 250v	1			
14	SEALING MACHINE	model DGYF-500A general purpose sealing machine sealing range 20mm-100mm diametre caps	1			
	DELIVERY PERIOD	Within 60 days after contract signature				
LOT 4: PLUMBING AND ELECTRICAL EQUIPMENT						
1	PLUMBING EQUIPMENT &	elbow 15mm copper -15 Tee 15mm copper -10 valve 15mm - 4				

	INSTALLATION	serving valve 15mm for copper pipe- 20 clips 15mm for copper pipes -20 coupling 15mm -4 elbow upvc 40mm -6 Tee upvc 40mm - 6 sink tap flexible pipe size large - 6				
2	ELECTRICAL EQUIPMENT & INSTALLATION	16mm armoured cable 4 core 2.5mm cable 3 core circuit breakers 32 Amps circuit breakers 63 Amps industrial socket 3pins, 16A industrial socket 5pins, 63A isolator switch twin sockets distribution board 8 Way metal trunking				
	DELIVERY PERIOD	Within 60 days after contract signature				

Price and Completion Schedule (LOT 1- Baking Equipment)

		In US Dollars					Date: _____ Contract No: _____ Page N° _____ of _____		
1		2		3	4	5	6	7	8
S/N	Item	Description of Items	Qty	Country of Origin	Delivery Date at place of Final destination	Quantity	Unit price	Total Price	
1	CONVECTION ELECTRIC OVEN	stainless steel body 5 pieces baking tray 40 x 60cm 9.5kw / 3 phase electric Dimension: 950*1370*1800mm Weight 150kg 2 years Warranty	1						
2	CAKE MIXER 20 LITRES	0.38kv single phase 3 speeds rpm 131/288/518 has whip, hook and paddle Dimension 500*560*830 mm Weight 83kg 2 years Warranty	1						

3	<p>DOUGH SHEETER FOR CROISSANT MODEL BK- 450T</p>	<p>Conveyor belt size 1700*430mm Max.dough weight 4 kg Pressing Thickness 0.5-38 mm Dimension 1770*810*640mm power 0.55 kw / single phase weight 120kg 2 years Warranty</p>	1					
4	<p>ALUMINIUM ALLOY HIGH QUALITY BAKING</p>	<p>tray size 600 mm * 400 mm, non stick teflon coating</p>	24					
5	<p>BAKING TINS 450GM</p>	<p>non stick teflon coating heavy duty made baking tins one trolley can put 30 strings, one trolley put 120pcs 450g toast bread</p>	12					
6	<p>5 RIBS ALUMINUM ALLOY BAGETTE TRAY,</p>	<p>non stick teflon coating trays trays sizes 600*400*35 mm</p>	24					
7	<p>TRAY RACKS</p>	<p>32 trays capacity of 400*600mm stainless steel 201 material</p>	1					
8	<p>WORKTABLE</p>	<p>stainless steel 1.5m length</p>	1					

							Total Bid Price for LOT 1	
--	--	--	--	--	--	--	----------------------------------	--

The Delivery and Completion Schedule shall be as specified in the Contract.

List of Supplies and Price Schedule Authorized By:

Signature _____ Name: _____

Position: _____ Date: _____

(DD/MM/YY)

Authorized for and on behalf of:

company: _____

Price and Completion Schedule (LOT 2- KITCHEN EQUIPMENT)

		In US Dollars					Date: _____ Contract No: _____ Page N° _____ of _____		
1		2		3	4	5	6	7	8
S/N	Item	Description of Items	Qty	Country of Origin	Delivery Date at place of Final destination	Quantity	Unit price	Total Price	
1	BAKING OVEN	BJY_2B+gas baking oven proofer 2 decks gas baking oven 8 pan proofer	2						
2	HOOD FOR BAKERY OVEN	Z/PKTRAYS666 stainless steel	1						
3	PAINTED STAND FOR BAKERY	Code: 1384P Virtus	1						

	4	WORK TABLE WITH SHELF	code: HCA0028 with 1000x700mm stainless steel AISI 304 work top with bilaminated panel 4x4 cm AISI 304 stainless steel legs with ABS adjustable feet 1.5cm thick 10cm high	2					
	5	HAMBURGER PRESS	manual Code FIB0004 100mm stainless steel simple and compact patty press with built in sheet holder rubber feet	1					
	6	GAS OVEN 6 BURNERS	Code: VS70120CFGGAS range on static maxi gas oven burners in cast iron and brass	1					
	7	VEGETABLE CUTTER WITH 5 DISCS 300KG/H	Code:12 vegetable cutter with 5 discs made with anodized aluminium equipped with 3 discs for slicing 2 for grating	1					

	8	BLAST CHILLER	Code BKZ0023/TN blast chiller 10xGN 1/1- 600x400mm plus 90 degrees C to minus 18 C Inside and outside made of AISI stainless steel 304 18/10	1					
	9	UTENSIL WASHER	Code: GLB0040/CN washer with detergent injector drain pump, electronic, rackx60cm, MAX H=40cm 50	1					
	10	VACUUM MACHINE	Code:FGZ0005 table top vacuum sealing bar 280MM cycle 25-60 secs	1					
	11	COLD ROOM	Code: BOZ0117 Thickness 80mm, H=2010mm x 3000x3000mm 80mm panel thickness 42kg/m3 density polyurethane insulation; modular panels	1					
	12	LIGHTING SET	Code:Z TKITLUCSH lighting set lamp +wiring split cooling unit	1					

	13	WORK TABLE WITH SHELF	code: HCA0033 work table with shelf 1800x700mm AISI 304 and stainless steel AISI 430 compliant with product hygiene standard thickness 1.5cm and height 10cm	4					
	14	WORK CUPBOARD WITH SLIDING DOORS	Code: HC0059 work cupboard with sliding doors and upstand 1200x700mm Stainles steel AISI 304 and 430 upstand thickness 1.5cm and height 10cm	1					
	15	SINK UNIT	Code: GLA0017 sink unit 2 sinks 2 draining boards on legs with lower shelf 2000x700mm	1					
							Total Bid Price for LOT 2		

The Delivery and Completion Schedule shall be as specified in the Contract.

List of Supplies and Price Schedule Authorized By:

Signature _____ Name: _____

Position: _____ Date: _____

(DD/MM/YY)

Authorized for and on behalf of:

Price and Completion Schedule (LOT 3- JUICE JAM EQUIPMENT)

		In US Dollars					Date: _____ Contract No: _____ Page N° _____ of _____	
1		2	3	4	5	6	7	8
S/N	Item	Description of Items	Qty	Country of Origin	Delivery Date at place of Final destination	Quantity	Unit price	Total Price
1	PASTEURISER MACHINE	Stainless steel G-304 inner tank stainless steel sheet 3mm water jacket stainless steel sheet 2mm G 304 grand outer part stainless steel 1.5mm 201 capacity 300litres electric heated with agitator	1					
2	FRUIT PULPER	made of stainless steel G304 capacity 300litres electric driven	1					
3	WORK TOP TABLES	made of stainless steel G304 size: 2000x1000x820mm	6					

	4	FILLING TANK TABLE	made of stainless steel 1.5mmG304 size: 1500x600x900mm	1					
	5	FILLING TANK	made of stainless steel 1.5mmG304 capacity 300 litres	1					
	6	DOUBLE BOWL SINK	made of stainless steel 1.5mmG304 size: 2000x1000x900mm sink size: 500x500x300mm	1					
	7	BLANCHER	made of stainless steel 1.5mmG304 size: 1800x600x600mm capacity 300 litres electric heated	1					
	8	COOLING TANK	made of stainless steel 2.00mm G304 using cold water with stirrer capacity 300litres	1					
	9	BLENDER FOR BLENDING RAW PRODUCTS MATERIALS	made of stainless steel 1.5mm G304 electric driven capacity 25 litres	1					

	10	BLENDER MIXER FOR BLENDING SOLUBLE	made of stainless steel 1.5mm G304 capacity 50 litres electric driven	1					
	11	ELEVATED PLATFORM	frame made by stainless steel covered with aluminium chequered plate	1					
	13	VEGETABLE CUTTER MACHINE	capacity 50 to 100kg per day with different or various cutting disks single phase volts 220 - 250v	1					
	14	SEALING MACHINE	model DGYF-500A general purpose sealing machine sealing range 20mm-100mm diametre caps	1					
									Total Bid Price for LOT 3

The Delivery and Completion Schedule shall be as specified in the Contract.

List of Supplies and Price Schedule Authorized By:

Signature

Name:

Position:

Date:

(DD/MM/YY)

Authorized for and on behalf of:

Price and Completion Schedule (LOT 4- PLUMBING & ELECTRICAL EQUIPMENT)

1		2		3		4		5		6		7		8	
S/N	ITEM	Description of Items	Qty	Country of Origin	Delivery Date at place of Final destination	Quantity	Unit price	Total Price							
1	PLUMBING EQUIPMENT & INSTALLATION	elbow 15mm copper - 15 Tee 15mm copper -10 valve 15mm - 4 serving valve 15mm for copper pipe- 20 clips 15mm for copper pipes -20 coupling 15mm -4 elbow upvc 40mm -6 Tee upvc 40mm - 6 sink tap flexible pipe size large - 6													

In US Dollars

Date: _____
Contract No: _____
Page N° _____ of _____

2	ELECTRICAL EQUIPMENT & INSTALLATION	16mm armoured cable 4 core 2.5mm cable 3 core circuit breakers 32 Amps circuit breakers 63 Amps industrial socket 3pins, 16A industrial socket 5pins, 63A isolator switch twin sockets distribution board 8 Way metal trunking						
							Total Bid Price for LOT 4	

The Delivery and Completion Schedule shall be as specified in the Contract.

List of Supplies and Price Schedule Authorized By:

Signature _____

Name: _____

Position: _____

Date: _____

(DD/MM/YY)

Authorized for and on behalf of:

The Delivery and Completion Schedule shall be as specified in the Contract.

List of Supplies and Price Schedule Authorized By:

Signature _____ Name: _____

Position: _____ Date: _____
(DD/MM/YY)

Authorized for and on behalf of:

Bid Security (Bank Guarantee)

[The Bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.]

[Bank's Name, and Address of Issuing Branch or Office]

Beneficiary: _____ *[Name and Address of Procuring Entity]*

Date: _____

BID GUARANTEE No.: _____

We have been informed that *[name of the Bidder]* (hereinafter called "the Bidder") has submitted to you its bid dated (hereinafter called "the Bid") for the execution of *[name of contract]* under Contract No. *[insert number]* ("the Contract").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee.

At the request of the Bidder, we *[name of Bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[amount in figures]* (*[amount in words]*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) having been notified of the acceptance of its Bid by the Procuring Entity during the period of bid validity, (i) fails or refuses to execute the Contract Form; or (ii) fails or refuses to furnish the performance security, if required, in accordance with the Instructions to Bidders.

This guarantee will expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the contract signed by the Bidder and the performance security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful bidder; or (ii) twenty-eight days after the expiration of the Bidder's Bid.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

[signature(s)]

Manufacturer's Authorization

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid, if so indicated in the **BDS**.]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Contract No.: *[insert number]*

To: *[insert complete name of Procuring Entity]*

WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 26 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Dated on _____ day of _____, _____ *[insert date of signing]*

ADMINISTRATIVE COMPLIANCE GRID FOR GOODS

To be tailored to the specific project. Must be completed by the Secretary to the Evaluation Committee.

Contract title :	Publication reference :
-------------------------	--------------------------------

Tender envelope number	Name of Bidder	Is Bidder's (consortium) nationality ² eligible? (Y/N)	Is documentation complete? (Y/N)	Is language as required? (Y/N)	Is Bidder information form completed and the requesting supporting documents attached? (Y/N)	Is Bid submission form complete and the requesting supporting documents attached? (Y/N)	Other administrative requirements of the bidding documents? (Yes/No/Not applicable)	Overall decision? (Accept / Reject)
1								
2								
3								
4								
5								
6								
7								

Secretary's name	
Secretary's signature	
Date	

EVALUATION GRID FOR GOODS

To be tailored to the specific project. Must be completed by the Evaluation Committee.

Contract title:		Publication reference :	
------------------------	--	--------------------------------	--

Tender envelope No	Name of Bidder	Rules of origin respected? (Y/N)	Economic & financial capacity? (OK/a/b/...)	Professional capacity? (OK/a/b/...)	Technical capacity? (OK/a/b/...)	Compliance with technical specifications?	Ancillary services as required? (OK/a/b/.../NA)	Subcontracting statement in accordance with the General Conditions? (Y/N)	Other technical requirements in tender dossier? (Yes/No/Not applicable)	Technically compliant? Y/N)	Justification/ notes:
1											
2											
3											
4											

Evaluator's name & signature (Chairman)	
Evaluator's name & signature	
Evaluator's name & signature	
Date	

Qualification Forms

Table of Qualification Forms

Experience in implementing similar contracts	73
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Form 2a
Experience in implementing similar contracts

(Maximum 3 references – of maximum one page per reference)

[The following table shall be filled in for the Bidder]

(Maximum 6 references on maximum 6 pages)

*[The following table shall be filled in for the Bidder and for each partner of a
Joint Venture/Consortium]*

Bidder JV Party Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

Contract title: TENDER FOR SUPPLY AND DELIVERY OF EQUIPMENT FOR
SEYCHELLES INCUBATION CENTRE

REFERENCE NUMBER: CS/IAD/1400/2(035 – 22) PM-ab

Page *[insert page number]* of *[insert total number]*pages

*[Identify contracts completed in the last 5 years that demonstrate experience in
implementation of similar contracts pursuant to Section III, Qualification Criteria and
Requirements, Sub-Factor 2.1. List contracts chronologically, according to their
commencement (starting) dates.]*

Starting Month / Year	Ending Month / Year	Contract Identification	Role of Bidder
<i>[indicate month/ year]</i>	<i>[indicate month/ year]</i>	Contract name: <i>[insert full name]</i> Brief description of the contract performed: <i>[describe the scope of the contract]</i> Amount of contract: <i>[insert amount in US\$ equivalent]</i> Total project value: Name of the Client: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i> Contact person for references <i>[indicate full name, position and contact points: address, phone, fax, email]</i>	<i>(insert "Contractor, Subcontractor")]</i>
		Contract name: <i>[insert full name]</i> Brief description of the contract performed : <i>[describe the scope of the contract]</i> Amount of contract: <i>[insert amount in US\$ equivalent]</i> Total project value:	<i>(insert "Contractor, Subcontractor")]</i>

Starting Month / Year	Ending Month / Year	Contract Identification	Role of Bidder
		Name of the Client: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i> Contact person for references <i>[indicate full name, position and contact points: address, phone, fax, email]</i>	

Add rows when required.

For a reference to qualify it must be accompanied by copies of:

- Relevant pages of the signed Contracts indicated above; - The copies of pages of contracts do not need to be certified.

Signed by: *[insert signature(s) of (an) authorized representative(s) of the bidder]*

Name: *[insert full name of person signing the application]*

In the Capacity of: *[insert capacity of person signing the application]*

Duly authorized to sign the bid for and on behalf of: *[insert full name of Bidder]* Address: *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

Form 3 Financial Situation

Bidder's Legal Name: *[insert full name]*
day, month, year]

Date: *[insert*

Bidder JV Party Legal Name: *[insert full name]*
Date: *[insert day, month, year]*

Contract title: TENDER FOR SUPPLY AND DELIVERY OF EQUIPMENT FOR
 SEYCHELLES INCUBATION CENTRE

REFERENCE NUMBER: CS/IAD/1400/2(035 – 22) PM-ab

1. Financial data

[Insert on of the title "Summary Table"

Financial information in (US\$ equivalent in 000s)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (US\$ equivalent in 000s)			
	Year 1	Year 2		Average
Annual Turnover				
<i>Out of which:</i>				
Annual Turnover Specific to the area of the contract				
Information from Balance Sheet				
Total Assets				
Total Liabilities				
Net Worth				
Information from Income Statement				
Total Revenue				
<i>Out of which:</i>				
Total Operational				
Total Expenses				
<i>Out of which:</i>				
Total Operational Expenses				
Profits Before Taxes				
<i>Out of which:</i>				
Operational Profit				

2. Financial documents

The Bidder shall provide copies of the balance sheets and/or financial statements for two years pursuant Section III, Qualifications Criteria and Requirements, Sub-factor 3.2. The financial statements shall:

- (a) reflect the financial situation of the Bidder, not sister or parent company.
- (b) be audited by a certified accountant.
- (c) correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

- Attached are copies of financial statements audited by certified reputable auditors or certified by the fiscal authority of the country where the Bidder is registered/incorporated) for the *one* year required; and complying with the requirements.

Signed *[insert signature(s) of an authorized representative(s) of the Bidder]*

Name *[insert full name of person signing the application]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

PART 2 – Supply Requirements

Section VI. Schedule of Requirements

Contents

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1. List of Goods and Delivery Schedule

LOT NO	Description of Goods	Quantity	Physical unit	Destination as specified in BDS	Delivery (as per Incoterms) Date		
						Latest Delivery Date	Bidder's offered Delivery date [<i>to be provided by the bidder</i>]
1	Baking Equipment					Within 90 days after the date of contract signature	
2	Kitchen Equipment						
3	Juice Jam Equipment						
4	Plumbing & Electrical equipment						

The Delivery Schedule shall be as specified in the Contract.

List of Supplies and Price Schedule Authorized By:

Signature: _____ Name: _____

Position: _____ Date: _____
(DD/MM/YY)

Authorized for and on behalf of:

Company: _____