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**Turkey-Ankara: IPA - Supply of Equipment for Developing
an Institution Model for Children Staying with their Mothers
2020/S 109-263492**

Location — Europe (non-EU)/Turkey

Supply Contract Notice

1. **Publication reference**
EuropeAid/140640/IH/SUP/TR
2. **Procedure**
Open
3. **Programme title**
Annual Action Programme for Turkey for the year 2016 under the Instrument for Pre-Accession Assistance (IPAI).
4. **Financing**
IPA budget item 22.02 03 01 of the general budget of the EU (85 %) and national contribution (%15).
5. **Contracting authority**
Central Finance and Contracts Unit (CFCU), Ankara, TURKEY

Contract Specifications

6. **Description of the contract**
The project aims to develop an institution model for children staying with their mothers as well as designing a support model to the children whose parents are in penal institutions with the goal of reducing the adverse impact the children are facing. In this regard the project consists of supply, delivery, installation, commissioning, maintenance, testing, inspection, training (except lot 1 and lot 2) and warranty services (except for lot 2, items 5.1, 5.2 and 5.3 under lot 5 and item 6.30 under lot 6) of the required equipment to Diyarbakır women prison.
7. **Number and titles of lots**
7 lots:
Lot 1: furniture,
Lot 2: textile and upholstery,
Lot 3: electrical appliances,
Lot 4: medical equipment,
Lot 5: dining and laundry equipment,
Lot 6: educational equipment, toys and playground equipment,
Lot 7: surveillance system.

Terms of Participation

8. **Eligibility and rules of origin**
Participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping – consortium– of tenderers) which are effectively established in a Member State of the European Union or in a eligible country or territory as defined under the Regulation (EU) No 236/2014

establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable instrument under which the contract is financed (see also heading 22 below).

Participation is also open to international organisations.

All supplies under this contract(except lots 2, 3, 4, 5 and 6) must originate in one or more of these countries. All supplies under lots 2, 3, 4, 5 and 6 may originate from any country.

For UK tenderers: Please be aware that following the entry into force of the EU-UK

Withdrawal agreement(1) on 1 February 2020 and in particular Articles 127(6), 137 and 138, the references to natural or legal persons residing or established in a Member State of the European Union and to goods originating from an eligible country, as defined under Regulation (EU) No 236/2014(2) are to be understood as including natural or legal persons residing or established in, and to goods originating from, the United Kingdom. Those persons and goods are therefore eligible under this call.

(1) Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community.

(2) Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action.

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 Section 2.6.10.1.of the practical guide.

Tenderers included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

10. **Number of tenders**

The candidates may submit an application for one lot only, several lots or all of the lots, but only one application may be submitted per lot. Tenders for parts of a lot will not be considered.

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

Contracts will be awarded lot by lot and each lot will form a separate contract.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.

11. **Tender guarantee**

Tenderers must provide a tender guarantee of:

For lot 1: EUR 2 000.00,

For lot 2: EUR 400.00,

For lot 3: EUR 1 000.00,

For lot 4: EUR 80.00,

For lot 5: EUR 300.00,

For lot 6: EUR 1 000.00,

For lot 7: EUR 2 500.00.

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.

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

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 cheapest compliant tender.

13. **Information meeting and/or site visit**

No information meeting is planned.

14. **Tender validity**

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders. In exceptional circumstances, the contracting authority may, before the validity period expires, request that tenderers extend the validity of tenders for a specific period (see para 8.2 of the instructions to tenderers).

15. **Period of implementation of tasks**

The supply, delivery, installation, commissioning, inspection, testing, training (except for lot 1 and lot 2) of goods will be completed for all lots in 730 calendar days (in total) starting from the commencement of the contract.

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 unless specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors:
1) Economic and financial capacity of tenderer (based on i.a.item 3 of the tender form for a supply contract). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three financial years for which accounts have been closed.

The selection criteria for tenderers to each lot are as follows:

Lot 1: the average annual turnover of the tenderer must exceed EUR 65 000.00,

Lot 2: the average annual turnover of the tenderer must exceed EUR 12 000.00,

Lot 3: the average annual turnover of the tenderer must exceed EUR 30 000.00,

Lot 4: the average annual turnover of the tenderer must exceed EUR 3 000.00,

Lot 5: the average annual turnover of the tenderer must exceed EUR 10 000.00,

Lot 6: the average annual turnover of the tenderer must exceed EUR 35 000.00,

Lot 7: the average annual turnover of the tenderer must exceed EUR 60 000.00.

2) Professional capacity of tenderer(based on i.a.items 4 and 5 of the tender form for a supply contract). The reference period which will be taken into account will be the last 3 years preceding the submission deadline.

(a) for the lot being tendered, the tenderer shall have at least 2 permanent staff in the last 3 years in fields indicated in the following table:

Lot No: 1

Required field: furniture

Lot No: 2

Required field: textile and upholstery

Lot No: 3

Required field: electric electronics

Lot No: 4

Required field: medical equipment

Lot No: 5

Required field: mechanics

Lot No: 6

Required field: educational equipment or toys or playground equipment.

Lot No: 7

Required field: electronic equipment

(b) for each lot, the tenderer shall have 3 permanent staff other than the ones required under 16.2.(a) during the last 3 years.

3) Technical capacity of tenderer(based on i.a. items 5 and 6 of the tender form for a supply contract). The reference period which will be taken into account will be the last 3 years preceding the submission deadline.

Lot 1:

— The tenderer has delivered supplies under at least 1 contract with a budget of at least EUR 60 000.00 (proportion carried out by the candidate), in the field of furniture, which was implemented during the following period: 3 years from the submission deadline (the start and end/completion dates of the references should be specified as day/month/year).

Lot 2:

— The tenderer has delivered supplies under at least 1 contract with a budget of at least EUR 10 000.00 (proportion carried out by the candidate), in the field of textile and upholstery, which was implemented during the

following period: 3 years from the submission deadline (the start and end/completion dates of the references should be specified as day/month/year).

Lot 3:

— The tenderer has delivered supplies under at least 1 contract with a budget of at least EUR 25 000.00 (proportion carried out by the candidate), in the field of electrical appliances, which was implemented during the following period: 3 years from the submission deadline (the start and end/completion dates of the references should be specified as day/month/year).

Lot 4:

— The tenderer has delivered supplies under at least 1 contract with a budget of at least EUR 2 000.00 (proportion carried out by the candidate), in the field of medical equipment, which was implemented during the following period: 3 years from the submission deadline (the start and end/completion dates of the references should be specified as day/month/year).

Lot 5:

— The tenderer has delivered supplies under at least 1 contract with a budget of at least EUR 9 000.00 (proportion carried out by the candidate), in the field of dining and laundry equipment, which was implemented during the following period: 3 years from the submission deadline (the start and end/completion dates of the references should be specified as day/month/year).

Lot 6:

— The tenderer has delivered supplies under at least 1 contract with a budget of at least EUR 30 000.00 (proportion carried out by the candidate), in the field of educational equipment, toys or playground equipment, which was implemented during the following period: 3 years from the submission deadline (the start and end/completion dates of the references should be specified as day/month/year).

Lot 7:

— The tenderer has delivered supplies under at least 1 contract with a budget of at least EUR 50 000.00 (proportion carried out by the candidate), in the field of surveillance or electronic equipment, which was implemented during the following period: 3 years from the submission deadline (the start and end/completion dates of the references should be specified as day/month/year).

In case a tenderer applies to multiple lots, the tenderer should meet:

— for economic and financial capacity criterion, the cumulative amount of the average annual turnover required for the relative lots;

— for professional capacity criterion 16.2.(a), the tenderer shall possess the required capacity for each lot it's bidding for. One staff could be counted for more than 1 lot if relevant;

— for professional capacity criterion 16.2.(b), cumulative number of staff required for the relative lots.

If the tenderer does not meet the required selection criteria for all the lots he applied, his tender will only be taken into consideration for the lot(s) he is qualified for. In this case, the contracting authority will choose the most favourable overall solution taking into account the financial offers and the discounts granted. In this respect the tenderers have no preferences on the lots.

This means that the contract the tenderer refers to could have been started or completed at any time during the indicated period but it does not necessarily have to be started and completed during that period, not implemented during the entire period. Tenderers are allowed to refer either to contracts completed within the reference period (although started earlier) or to contracts not yet completed. In the first case the contract will be considered in its whole if proper evidence of performance is provided (statement or certificate from the entity which awarded the contract, final acceptance). In case of contracts still on-going only the portion satisfactorily

completed during the reference period will be taken into consideration. This portion will have to be supported by documentary evidence (similarly to contracts completed) also detailing its value.

Capacity-providing entities

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. If the tenderer relies on other entities it must prove to the contracting authority that it will have at its disposal the resources necessary for performance of the contract by producing a commitment on the part of those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator relying on them and must comply with the selection criteria for which the economic operator relies on them. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be provided when requested by the contracting authority.

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

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

17. **Award criteria**

Price.

Tendering

18. **How to obtain the tender dossier**

The tender dossier is available from the following Internet

Address: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>.

The tender dossier is also available from the contracting authority at <http://www.cfcu.gov.tr>.

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:

Central Finance and Contracts Unit (CFCU), to the attention of Dr. Hakan Ertürk (CFCU Director), T.C. Hazine ve Maliye Bakanlığı Kampüsü E Blok İnönü Bulvarı No 3606510 Emek, Ankara/TURKEY.

Fax + 90 3122867072.

Email: pao@cfcu.gov.tr

(mentioning the publication reference shown in item 1) at the latest 21 days before the deadline for submission of tenders given in item 19. The contracting authority must reply to all tenderers' questions at the latest 11 days before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier shall be published at the latest 11 days before the submission deadline on the website of DG International Cooperation and Development at <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and <http://www.cfcu.gov.tr>

19. **Deadline for submission of tenders**

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

In the first case, the tender must be sent before the date and time limit for submission, as evidenced by the postmark or deposit slip(3), but in the second case it is the acknowledgment of receipt given at the time of the delivery of the tender which will serve as proof.

10 August 2020 (5 p.m.), local time – Turkey.

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

The contracting authority may, for reasons of administrative efficiency, reject any tender submitted on time to the postal service but received, for any reason beyond the contracting authority's control, after the effective date of approval of the evaluation report, if accepting tenders that were submitted on time but arrived late would considerably delay the evaluation procedure or jeopardise decisions already taken and
Notified.

How tenders may be submitted

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

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

Central Finance and Contracts Unit (CFCU)

Dr. Hakan Ertürk CFCU Director

T.C. Hazine ve Maliye Bakanlığı Kampüsü E Blok İnönü Bulvarı No:36 06510 Emek, Ankara/Turkey

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

Central Finance and Contracts Unit (CFCU) Dr. Hakan Ertürk CFCU Director T.C. Hazine ve Maliye Bakanlığı Kampüsü E Blok İnönü Bulvarı No:36 06510

Emek, Ankara/Turkey

Tel. +90 312 295 49 00

Opening hours of the contracting authority: 9.00-18.00 (local time).

The contract title and the publication reference (see item 1 above) must be clearly marked on the envelope containing the tender and must always be mentioned in all subsequent correspondence with the contracting authority.

Tenders submitted by any other means will not be considered.

By submitting a tender candidates accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received on the date upon which the contracting authority sends it to the electronic address referred to in the tender.

(3) It is recommended to use registered mail in case the postmark would not be readable.

20. **Tender opening session**

17 August 2020 (2.30 p.m.), local time – Turkey at CFCU premises at the address: T.C. Hazine ve Maliye Bakanlığı Kampüsü E Blok İnönü Bulvarı No 36 06510 Emek, Ankara/TURKEY.

In the case that at the date of the opening session some tenders have not been delivered to the contracting authority but their representatives can show evidence that they have been sent on time, the contracting authority will allow them to participate in the first opening session and inform all representatives of the tenderers that a second opening session will be organised.

21. **Language of the procedure**

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

22. **Legal basis**

Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action and Regulation (EU) No 231/2014 of the European Parliament and of the Council of 11 March 2014 establishing an Instrument for Pre-accession Assistance (IPA II), OJ L 77, 15 March 2014. p.11 — See Annex A2 of the practical guide.

23. **Additional information**

- 1) The representatives of the tenderers will be asked to demonstrate their authorisation, e.g. power of attorney, letter of authorisation, e-mail notifications, for participation in the tender opening session.
- 2) Financial data to be provided by the tenderer in the standard tender form must be expressed in EUR. If applicable, where a candidate refers to amounts originally expressed in a different currency, the conversion to EUR shall be made in accordance with the InforEuro exchange rate of July, 2020, which can be found at the following address: <http://ec.europa.eu/budget/graphs/inforeuro.html>.
- 3) Furthermore, the signature of this contract is subject to successful completion of the related works tender. In case of cancellation, termination, delay or suspension of the related works tender procedure(s) or the contract, the contracting authority has the right to cancel the procedure entirely or terminate the contract.