
SUPPLY PROCUREMENT NOTICE

Procurement and Installation of One (1) Photovoltaic System at the Kalinago Carib Reserve Community in DOMINICA

The **Caribbean Community Climate Change Centre (CCCCC)** has received grant funding under financing from the European Union (EU) under contract No. **FED/2011/267-392** for the implementation of an action entitled: **Support to the Global Climate Change Alliance (GCCA) under the 10th EDF Intra-African Caribbean Pacific Financial Framework in the Caribbean**. One of the activities of the programme is to “Reduce the States Vulnerability to Climate Change Through Embarking on Adaptation Pilots”. The objective of this component is to assist national governments to prepare climate change related policies and strategies and to develop and replicate pilot adaptation projects in selected countries in order to assist communities to reduce their vulnerabilities to the effects of climate change.

1. The Caribbean Community Climate Change Centre now invites sealed bids from eligible and qualified bidders for the procurement and installation of four (4) lots as follows:

- Lot No. 1: One (1) 125 KW three phase solar grid connected electricity system, for the Kalinago Community in the country of Dominica;
- Lot No. 2: Seven (7) Individual Grid-connected PV Systems for public buildings in the Kalinago Community in the country of Dominica;
- Lot No. 3: Fifteen (15) Individual Stand-alone PV Systems for residences in the Kalinago Community in the country of Dominica; and
- Lot No. 4: Twenty-five (25) Stand-alone PV powered LED lights for street lighting for the Kalinago Community in the country of Dominica.

The lots must include drawings, manuals, after sales services for ten years, training indicating training needs and a list of the manufacturer's recommended spare parts and consumables for recipient countries. The cost of spares should be included but will not be considered for evaluation purposes. These systems are to be hurricane resistant and must be connected to the local grid where indicated. It is the responsibility of the tenderer to ensure compatibility of the equipment being supplied with the existing conditions of the local system.

2. Bidding will be conducted through the International Open Tender Procedure as specified in the **Practical Guide to Contract procedures for EU external actions** and is open to all eligible bidders as defined in the guidelines.

3. Interested eligible bidders may obtain further information from **Ms. Maryann Sutherland, Project Administration Officer at Caribbean Community Climate Change Centre**, via msutherland@caribbeanclimate.bz or during office hours from 8.00 am until 5.00 pm on Mondays through Fridays or at the address given below.

Tenderers with questions regarding this tender should send them in writing to: Ms. Maryann Sutherland, email: msutherland@caribbeanclimate.bz mentioning the publication reference shown in item 1 at least 21 days before the deadline

for submission of tenders given in item 6.2. The Contracting Authority must reply to all tenderers' questions at least 11 days before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier shall be published at the latest 11days before the submission deadline on the website at www.caribbeanclimate.bz.

4. TERMS OF PARTICIPATION

a. Eligibility and rules of origin

Participation in tendering is open on equal terms to natural and legal persons (participating either individually or in a grouping (consortium) of tenderers which are established in one of the Member States of the European Union, ACP States or in a country or territory authorised by the ACP-EC Partnership Agreement under which the contract is financed (see also item 6.5 below). Participation is also open to international organisations. All goods supplied under this contract must originate in these countries.

b. Grounds for exclusion

Tenderers must submit a signed declaration, included in the Tender Form for a Supply Contract, to the effect that they are not in any of the situations listed in point 2.3.3 of the Practical Guide to contracts procedures for EU external actions.

c. Number of tenders

Tenderers may submit only one tender. Tenders for individual lots will not be considered. Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted.

d. Tender guarantee

Tenderers must provide a tender guarantee of two percent (2%) of the value of the tender 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 fulfill all obligations stated in its tender.

e. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of ten percent (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.

f. Information meeting and/or site visit

No information meeting or site visit is planned

g. Tender validity

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

h. Period of implementation of tasks

The period of time from contract signature to provisional acceptance should be 90 days.

5. SELECTION AND AWARD CRITERIA

a. Selection criteria

The following selection criteria will be applied to tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole:

- 1) Economic and financial capacity of tenderer (based on. item 3 of the Tender Form for a Supply Contract). In case of tenderer being a public body, equivalent information should be provided.
 - a) The average annual turnover of the tenderer must exceed the financial proposal of the tender.
 - b) Cash and cash equivalents at the end of the last three years (2011, 2012 and 2013) are positive.
- 2) Professional capacity of tenderer (based on. items 4 and 5 of the Tender Form for a Supply Contract)
 - a) Has a professional certificate appropriate to this contract, such as:
Manufacturers of goods to be supplied shall be accredited to ISO 9001:2008 or equivalent standards.
 - b) Has at least 20% of all staff working for the tenderer this year in fields related to this contract are permanent
- 3) Technical capacity of tenderer (based on i.e. items 5 and 6 of the Tender Form for a Supply Contract)
 - a) The tenderer has worked successfully on at least three contracts with a budget of at least that of this contract in the past five 5 years.
 - b) The tenderer has worked successfully on at least three projects in fields related to this contract in the past five 5 years.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. Some examples of when it may *not* be considered appropriate by the Contracting Authority are when the tenderer rely in majority on the capacities of other entities or when they rely on key criteria. If the tenderer 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, for example by producing an undertaking on the part of those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be furnished when requested by the Contracting Authority.

b. Award criteria

Price

6. TENDERING

1. How to obtain the tender dossier

The tender documents can be downloaded from www.caribbeanclimate.bz and are also available by email from Ms. Maryann Sutherland, Project Administration Officer, email: msutherland@caribbeanclimate.bz or the Caribbean Community Climate Change Centre, Second Floor Lawrence Nicholas Building, Ring Road, Belmopan, **Belize**. Telephone: (501) 822-1094 or 822-1104.

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.

Tenders should be sent to:

Mr. Joseph McGann
Programme Manager
EU-GCCA Project
Caribbean Community Climate Change Centre
Second Floor Lawrence Nicholas Building
Ring Road
Belmopan
Belize

2. Deadline for submission of tenders is at 2:00 p.m. April 30, 2015, Belize time.

Any tender received after this deadline will not be considered.

3. Tender opening session

2:15 p.m. on April 30, 2015 at the following location:

Caribbean Community Climate Change Centre
Second Floor Lawrence Nicholas Building,
Ring Road
Belmopan
Belize

4. Language of the procedure

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

5. Legal basis

EDF: ACP-EC Partnership Agreement signed at Cotonou on 23 June 2000 as amended