Approved by the order of the Chairman of "Azerbaijan Caspian Shipping" Closed Joint Stock Company dated 1st of December 2016 No. 216.



**AZERBAIJAN CASPIAN SHIPPING CLOSED JOINT STOCK COMPANY IS ANNOUNCING OPEN BIDDING FOR THE PROCUREMENT OF FURNITURE ACCESSORIES REQUIRED FOR STRUCTURAL DEPARTMENTS**

**B i d d i n g No. AM037/2023**

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|  | **Müsabiqədə iştirak etmək üçün təqdim edilməli sənədlər:*** Application for participation in the bidding (template has been attached hereto);
* Bank evidence as a proof of participation fee;
* Bidding offer:
* Bank document confirming financial condition of the consignor within the last 1 year (or within the period of operation if less than one year) ;
* Statement issued by the relevant tax authorities on the absence of expired commitments associated with taxes and other compulsory payments and failure of obligations set forth in the Tax Code of the Republic of Azerbaijan for the last one year (excluding the period of suspension).

At the initial stage, application for participation in the bidding ( signed and stamped ) and bank evidence proving payment of participation fee (excluding bidding offer) shall be submitted in English, Russian or in Azerbaijani to the official address of Azerbaijan Caspian Shipping CJSC (hereinafter referred to as "ASCO" or "Procuring Organization") through email address of contact person in charge by **17.00** (Baku time) on **February 21, 2023**. Whereas, other necessary documents shall be submitted as enclosed in the bidding offer envelope. Description (list) of the goods has been attached hereto.  |
|  | **The participation fee and Collection of General Terms and Conditions:*** Any participant (bidder), who desires to participate in the bidding, shall pay for participation fee stated below *(the payment order shall necessarily state the name of the organization holding open bidding and the subject of the bidding)* and shall submit the evidence as a proof of payment to ASCO not later than the date stipulated in section one. All participants (bidders), who have fulfilled these requirements, may obtain General Terms and Conditions relating to the procurement subject from the contact person in charge by the date envisaged in section IV of this announcement at any time from 09.00 till 17.00 in any business day of the week.
* Participation fee amount (VAT exclusive) : No fee to be provided.
* The participation fee may be paid in AZN or equivalent amount thereof in USD or EURO.
* ***Account No.:***

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| *A Z N*  | *U S D* | *E U R O* |
| Name: The International Bank of Azerbaijan ABB- Customer Service DepartmentCode: 805250TAX ID: 9900001881Correspondent account: AZ03NABZ01350100000000002944SWIFT: IBAZAZ2XBeneficiary: AZARB.XAZAR DANIZ GAMICILIYI QSCTAX ID: 1701579951Account No. (AZN): AZ36IBAZ38050019441115341120 | Intermediary Bank: Citibank N.Y, New YorkAcc.36083186, SWIFT: CITIUS33Beneficiary Bank: The International Bank of AzerbaijanIBA- Customer Service DepartmentSWIFT: IBAZAZ2X Nizami str., 67Beneficiary: AZARB.XAZAR DANIZ GAMICILIYI QSCTAX ID: 1701579951Account No.: AZ26IBAZ38150018401115341120 | Intermediary Bank: Commerzbank AG, Frankfurt am MainSWIFT: COBADEFFACC # 400 88 660 3001Beneficiary Bank: The International Bank of Azerbaijan,IBA-Premier Customer ServiceSWIFT: IBAZAZ2X Nizami str., 67Beneficiary: Azerbaijan Caspian Shipping CJSCTAX ID: 1701579951Account No.: AZ06IBAZ38150019781115341120 |

**Except for circumstances where the bidding is cancelled by ASCO, participation fee shall in no case be refunded!** |
|  |  **Security for a bidding offer :** * The bank guarantee is required in the amount of at least 1 (one) % of the bidding offer price. A bank guarantee sample shall be specified in the General Terms and Conditions.
* Bank guarantees shall be submitted as enclosed in the bidding offer envelope along with the bidding offer. Otherwise, the Purchasing Organization shall reserve the right to reject such offer.
* The financial institution that issued the guarantee should be acknowledged in the Republic of Azerbaijan and / or international financial transactions. The purchasing organization shall reserve the right not to accept and reject any unreliable bank guarantee.
* Persons wishing to participate in the bidding and intending to submit another type of warranty (letter of credit, securities, transfer of funds to the special banking account set forth by the Procuring Organization in the bidding documents, deposit and other financial assets) shall request and obtain a consent from ASCO through the contact person reflected in the announcement on the acceptability of such type of warranty.
* Contract performance bond is required in the amount of 5 (five) % of the purchase price.
* For the current procurement operation, the Procuring Organization is expected to make payment only after the goods have been delivered to the warehouse, no advance payment has been intended.
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|  | **Final deadline date and time for submission of the bidding offer:*** All participants, which have submitted their application for participation in the bidding and bank evidence as a proof of payment of participation fee by the date and time stipulated in section one, and shall submit their bidding offer (one original and two copies) enclosed in sealed envelope to ASCO by **12.00** Baku time on **February 28, 2023**.
* All bidding offer envelopes submitted after the above-mentioned date and time shall be returned unopened.
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|  | **Address of the procuring company :**The Azerbaijan Republic, Baku city, AZ1003 (postcode), 2 M. Useynov str., Procurement Committee of ASCO. **Contact person in charge:****Mahir Shamiyev**Senior procurement specialist at the Procurement Department of ASCOLandline no.: +99451 578 757 75; +994 12 4043700 (ext.: 1176) E-mail: mahir.shamiyev@asco.az, tender@asco.az**Contact person on legal issues:** Landline No.: +994 12 4043700 (ext: 1262) E-mail: tender@asco.az  |
|  | **Tender offer envelopes` opening date and time :**The opening of the envelopes shall take place online **on February 28, 2023** at **14:30** Baku time in the address stated in section V of the announcement. Bidders wishing to participate in the opening of the envelopes will be provided with the appropriate link, and thus they will be able to participate online at the opening.  |
|  | **Information on the winner of the bidding :**Information on the winner of the bidding will be posted in the "Announcements" section of the ASCO official website. |
|  | **Other conditions of the bidding:** * Delivery terms from local suppliers will be accepted only on “Incoterms 2020 DDP Baku Warehouse” whereas “Incoterms 2020 CIP Baku” will be accepted from foreign supliers;
* It is compulsory to provide certificates of conformity and quality in relation to the goods;
* The exact name of the country end entity of manufacture shall be noted next to each position of the goods.
* Goods will be delivered by lots throughout the year.
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**(On the participant`s letter head)**

**APPLICATION FOR PARTICIPATION IN**

**THE OPEN BIDDING**

\_\_\_\_\_\_\_\_\_\_\_ city “\_\_”\_\_\_\_\_\_\_2023

\_\_\_\_\_\_\_\_\_\_\_№

To the attention of the Chairman of ASCO Procurement Committee

Mr Jabrail Mahmudlu

We, hereby confirm the intention of [ to state full name of the participant ] to participate in the open bidding No. [ bidding No. shall be inserted by participant ] announced by ASCO in respect of procurement of "\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_" .

Moreover, we confirm that no winding - up or bankruptcy proceeding is being performed or there is no circumstance of cessation of activities or any other circumstance that may impede participation of [ to state full name of the participant ] in the stated bidding.

In addition, we warrant that [ to state full name of the participant ] is not an affiliate of ASCO.

Below-mentioned contact details are available to respond to any question that may emerge in relation to the documents submitted and other issues :

* Contact person in charge :
* Position of the contact person:
* Telephone No. :
* E-mail:

Attachment :

1. Original of the bank evidence as a proof of payment of participation fee – \_\_ page(s).

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(initials of the authorized person) (signature of the authorized person)

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 (position of the authorized person)

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| **№** |  **Nomination of the goods and materials** | **Measurement unit** | **Quantity** |
|  | ***Bibiheybat Ship Repair Yard - Requisition No. 10060803*** |  |  |
| 1 | Edge band (to be used by machine tool) width 20 mm, thickness 2 mm , length 150 m, white, sticky at the back side | r o l l | 32 |
| 2 | Edge band (to be used by machine tool) width 20 mm, thickness 2 mm , length 150 m, walnut colour, sticky at the back side | r o l l | 100 |
| 3 | Edge band (to be used by machine tool) width 20 mm, thickness 2 mm , length 150 m, brown colour, sticky at the back side | r o l l | 152 |
| 4 | Aluminum angle section 30 x 30 х 3 mm | M e t r e | 2200 |
| 5 | Lock for furniture Ø 20 mm B - 25 mm | P c s  | 400 |
| 6 | Aluminum grip for a furniture L - 150 mm | p c s | 500 |
| 7 | Furniture leg metal Ø 50 mm h - 80 mm | p c s | 800 |
| 8 | Espagnolette for a furniture (internal) 70 x 35 mm | p c s | 252 |
| 9 | Aluminum angle section for furniture 50 x 50 mm | p c s | 800 |
| 10 | Ball point roller for a drawer L - 30 cm, width 2.5 cm, ,<(>,<)> aluminium colour | p c s | 100 |
| 11 | Ball point roller for a drawer L - 40 cm, width 2.5 cm, aluminium colour | p c s | 100 |
| 12 | Ball point roller for a drawer L - 50 cm, width 2.5 cm, aluminium colour | p c s | 100 |
| 13 | Rubber material for a sofa , dark green coloured, width 50 mm, thickness 2 mm | r o l l | 100 |
| 14 | Outer fixing unit for furniture, aluminium, outer diameter 50 mm, internal diameter 25 mm | p c s | 400 |
| 15 | Stainless tube for furniture 30 x 2 mm, aluminium coloured | m e t r e | 200 |
| 16 | Door butt hinge: length 80 mm, width 76 mm butterfly | p c s | 80 |
| 17 |  Door butt hinge: length 100 mm, width 76 mm butterfly  | p c s | 80 |
| 18 |  Door butt hinge: length 120 mm, width 76 mm butterfly  | p c s | 80 |
| 19 | Staple for a sofa L - 8 mm | p a c k | 100 |
| 20 |  Staple for a sofa L - 10 mm  | p a c k | 100 |
| 21 |  Staple for a sofa L - 12 mm  | p a c k | 100 |
| 22 |  Staple for a sofa L - 14 mm  | p a c k | 100 |
| 23 | Interior hinge for furniture Ø 35, 90°, complete with an installation plank | p c s | 500 |
| 24 | Edge band (ordinary, installed by hand) 20 x 2 mm (brown) length 40 m. | p c s | 50 |
|  | ***ASCO Requisition 10060822*** |  |  |
| 1 | Lock for furniture Ø 20 mm B - 25 mm | p c s | 10 |
| 2 |  Staple for a sofa L - 14 mm  | p a c k | 5 |
| 3 | Interior hinge for furniture Ø 35, 90°, complete with an installation plank | p c s | 12 |
|  | ***Ship Repair and Construction Yard "Zykh" - Requisition No. 10060826*** |  |  |
| 1 | Edge band (to be used by machine tool) width 20 mm, thickness 2 mm , length 150 m, walnut colour, sticky at the back side | r o l l | 100 |
| 2 | Aluminum angle section 30 x 30 х 3 mm | metre | 2000 |
| 3 | Lock for furniture Ø 20 mm B - 25 mm | p c s | 500 |
| 4 | Aluminum grip for furniture L - 150 mm | p c s | 2000 |
| 5 | Furniture leg metal Ø 50 mm h - 80 mm | p c s | 500 |
| 6 | Espagnolette for furniture (internal) 70 x 35 mm | p c s | 200 |
| 7 | Aluminum angle section for furniture 50 x 50 mm | p c s | 500 |
| 8 | Ball point roller for a drawer L - 40 cm, width 2.5 cm, aluminium colour | p c s | 180 |
| 9 | Outer fixing unit for furniture, aluminium, outer diameter 50 mm, internal diameter 25 mm | p c s | 200 |
| 10 | Stainless tube for furniture 30 x 2 mm, aluminium coloured | metre | 200 |
| 11 |  Door butt hinge: length 80 mm, width 76 mm butterfly  | p c s | 50 |
| 12 |  Door butt hinge: length 100 mm, width 76 mm butterfly  | p c s | 100 |
| 13 |  Staple for a sofa L - 8 mm  | p a c k | 10 |
| 14 |  Staple for a sofa L - 10 mm  | p a c k | 80 |
| 15 |  Staple for a sofa L - 12 mm  | p a c k | 10 |
| 16 | Interior hinge for furniture Ø 35, 90°, complete with an installation plank | p c s | 3000 |
| 17 | Glue to be used by a machine tool for edge band application ( 25 kg ) | k g | 100 |
| 18 | Sewing (stitching) thread ( black ) | p c s | 100 |
| 19 | Furniture hangers  | p c s | 300 |
|  | ***Marine Transportation Fleet - Requisition - 10060899*** |  |  |
| 1 | Ball point roller for a drawer 40 x 2,5 cm | set | 30 |
| 2 | Aluminum grip for furniture L - 150 mm | p c s | 150 |
| 3 | Door butt hinge L - 120 mm butterfly | p c s | 60 |

**N O T E : Goods will be delivered in parts throughout the year. The exact name of the manufacturing country and entity shall be stated next to each of the goods, as well as the manufacturer's quality certificate and certificates of conformity shall be provided in relation to each goods.**

**NOTE with regard to incorporation and financial documents:** Due diligence shall be performed in accordance with the Procurement Guidelines of ASCO prior to the conclusion of the purchase agreement with the winner of the bidding.

 The company shall enter through this link http: //asco.az/sirket/satinalmalar/podratcilarin-elektron-muraciet-formasi// to complete the special form or submit the following documents:

* Articles of Association of the company (all amendments and changes including)
* An extract from state registry of commercial legal entities (such extract to be issued not later than last 1 month)
* Information on the founder in case if the founder of the company is a legal entity
* Certificate of Tax Payer`s Identification Number
* Audited accounting balance sheet or tax declaration (depending on the taxation system) / reference issued by taxation bodies on non-existence of debts for tax
* Identification card of the legal representative
* Licenses necessary for provision of the relevant services / works (if any)

No agreement of purchase shall be concluded with the company which did not present the above-mentioned documents as well as documents reflected in the First tab of this announcement or failed to be assessed positively as a result of the due diligence performed and shall be excluded from the bidding !