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



**AZERBAIJAN CASPIAN SHIPPING COMPANY IS ANNOUNCING TENDER METHOD BIDDING FOR THE PROCUREMENT OF SERVICES (ALL MATERIALS INCLUSIVE) RELATED TO THE INSTALLATION OF POWER FLOOD LIGHTS AND POWER PANELS WHICH ENSURE LIGHTING OF THE TERRITORY OF THE DRY CARGO PORT UNDER THE AEGIS OF THE MARINE TRANSPORTATION FLEET**

 **B I D D I N G No. AM 097/2024**

|  |  |
| --- | --- |
|  | **Submission documentation required for participation in the bidding:*** 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 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 languages 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 **04.12.2024**. Whereas, other necessary documents shall be submitted as enclosed in the bidding offer envelope.   Description (list) of goods, works or services 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 08.00 till 17.00 in any business day of the week.
* Participation fee amount (VAT exclusive): **AZN 50**
* The participation fee may be paid in AZN or equivalent amount thereof in USD or EURO.
* ***Account No. :***

|  |  |  |
| --- | --- | --- |
| AZN | USD | EURO |
| Name: The International Bank of AzerbaijanABB - 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.
* A 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.

**Contract Performance Term:*** It is provided that the goods to be delivered within 10 days due to emergence of urgent demand for the goods.
 |
|  | **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 **17.00** Baku time on **December 10, 2024**.
* All bidding offer envelopes submitted after the above-mentioned date and time shall be returned unopened.
 |
|  | **Address of the procuring company:**The Azerbaijan Republic, Baku city, AZ1003 (postcode), 2 Mikayil Useynov street, Procurement Committee of ASCO.**Contact persons (coordinating person) in charge:**Emil HasanovSenior procurement specialist at the Procurement Department of ASCOTelephone No.: +99450 422 00 11E-mail: emil.hasanov@asco.az, tender@asco.azSpecialist of the Procurement Department of ASCOAytan Novruzova Telephone No.: extension 1064E-mail: ayten.novruzova@asco.az, tender@asco.az**Contact person on legal issues:**Landline No.: +994 12 4043700 (ext: 1262)Email address: tender@asco.az |
|  | **Date and time assigned for the opening of bidding offer envelopes:**Opening of the envelopes shall take place on **December 11, 2024** at **11.00** Baku time in the address set forth in section V of the announcement. Persons wishing to participate in the opening of the envelopes shall submit a document confirming their permission to participate (the relevant power of attorney from the participating legal entity or natural person) and the ID card at least half an hour before the commencement of the bidding. |
|  | **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.  |

**(On the participant`s letter head)**

**APPLICATION FOR PARTICIPATION IN**

**THE OPEN BIDDING**

\_\_\_\_\_\_\_\_\_\_\_ city “\_\_”\_\_\_\_\_\_\_20\_

\_\_\_\_\_\_\_\_\_\_\_№

**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).*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(position of the authorized person)*

 **STAMP HERE**

 **LIST OF THE GOODS:**

|  |  |  |
| --- | --- | --- |
| Nomination of works | Measurement unit | Quantity |
| **13-3/1-4673/2024** |  |  |
| Dismantling of defective floodlights with a voltage of 220V and 1000V from floodlight poles with a height of 18–24 meters. | p c s | 55 |
| Installation of new Modi brand floodlights with the following specifications: 220V, 600W, 50,000 lumens, 750x345x70 mm, IP66 LED, 6500K, on floodlight poles with a height of 18–24 meters (including materials). | p c s | 40 |
| Installation of an electrical control panel set (including materials), consisting of: a plastic panel measuring 40 x 50 x 17 cm, IP65; one circuit breaker rated at 3 x 40 A; and ten circuit breakers rated at 16A.One 40A contactor, one photocell relay, terminal blocks, and other components. | s e t  | 5 |
| Testing, circuit connection, and commissioning of existing electrical cable lines linking the panels and LED floodlights. | s e t  | 5 |

Technical requirements for the procurement of floodlights and electrical panels to provide lighting for the area and dry cargo port zone of the Marine Transport Fleet.

* To perform the services, the company must provide a previously signed installation and repair contract, as well as documents confirming three years of experience.
* The entity shall provide information on technical facilities of the entity necessary for the performance of services.
* Information on the personnel of the entity (labour contract, licenses, diploma, certificate and other documentation of employees) performing the relevant services shall be presented.
* Participation in the bidding by involving subcontractors is not acceptable.
* In situ technical inspections shall be provided for the purposes of assessment of the work.
* When calculating the cost of the service, the prices of materials to be used, expenses for machinery, equipment, and other costs must be considered and provided.
* The service life of the floodlights and electrical panels must be specified.
* The warranty period for the floodlights and electrical panels must be specified.
* The floodlights and electrical panels must comply with the requirements of international standards IP 65.
* The installation of floodlights and electrical panels on the mast must be carried out with consideration of their resistance to strong winds and other adverse weather conditions during operation.
* Occupational and Health Safety as well as fire safety requirements shall strictly be followed in the course of performance of the works.
* Safety rules, requirements of ACS CJSC and construction norms shall be observed during performance of the works.

.

**Payment terms are accepted on actual basis only and offers of companies offering other terms will be rejected.**

**Note**:  **During the bidding process, participating companies must fill in and submit complete information in Annexes 3, 4, and 5 as specified in the set of conditions. Companies that fail to submit this information will be automatically excluded from the bidding.**

**For technical questions please contact :**

**Emil Hasanov - ASCO Procurement Department Senior procurement specialist**

**T:**+994 504220011

**E-mail:** emil.hasanov@asco.az

 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 or failed to be assessed positively as a result of the due diligence performed and shall be excluded from the bidding!