

Ufficio di Yangon

Project AID 11087 – CIG 75125586FA

Prot. No. AICS-OUT-360/2018-06-04

INVITATION TO BID

Subject: Invitation to bid for the supply and installation of IT equipment to the Foreign Economic Relations Department (FERD) of the Ministry of Planning and Finance (MoPF) in Nay Pyi Taw, under the Italian Agency for Development Cooperation project “Capacity Development for Donor Coordination in Myanmar – CAD-MM” – AID 11087.

Within the Project “Support to the ODA coordination in Myanmar: Capacity Development of Donor Coordination (CAD-MM) - AID 11087”, the Italian Agency for Development Cooperation (AICS) intends to support the Government of the Republic Union of Myanmar in improving the coordination of Official Development Assistance (ODA) in the country, to rationalise International Donors interventions and to facilitate an active role of the Myanmar Government in the division of labour among International Donors.

A specific component of CAD-MM project aims to strengthen the performance of the Foreign Economic Relations Department (FERD) of the Ministry of Planning and Finance (MoPF) for the ODA database and its coordination role, through the provision of IT equipment.

The Italian Agency for Development Cooperation in Yangon (AICS-Y) intends to select one organization to ensure supply and installation of IT equipment at the FERD in Naypyidaw. The IT equipment list (see “Annex A – Terms of Reference”) is based on the needs identified by AICS-Y and requests outlined by FERD in order to comply with the CAD-MM (AID 11087) project activities and results, managed by AICS-Y.

The AICS-Y invites all the interested organizations (NGOs/Private Companies/Entities) operating in Myanmar to submit an application for this Bid procedure. All the documents must be written in English, documents in other languages will not be considered. Wherever the original documents are in Myanmar Language, an English translation must be provided.

Organizations may associate to enhance their qualifications. In this case, the name or names of associated companies should be provided, and the Partner in Charge of the association specified. In absence of the latter information the offer will be rejected.

The supply and installation of IT equipment will be provided through a Contract that will be signed by the AICS-Y with the successful bidder.

The maximum total amount available under this contract is of EUR 158.600,00. The Contract will have a duration of 6 months.

The AICS-Y will choose the offer with the lowest price for the assignment on the basis of the compliance with minimum requirement of IT equipment, as per “Annex A – Terms of Reference”, and of their installation in FERD premises (Naypyidaw). The management fee (including installation and transportation) applied by the Organization will be included in the price of the services in the Economic Offer.

Interested organizations (NGOs/Private Companies/Entities) may be eligible for this service, provided that they are operational in Myanmar according to the competent national regulations and can therefore carry out relevant activities in the Country. All the bidders must provide evidence of experience relevant to the scope of the Contract.

Interested Organizations shall submit their applications according to the information provided in the present document.

1. SUBMISSION OF PROPOSAL

The interested Organizations are requested to submit their Bid with the required documents in English Language (the Copies of Original Documents in Myanmar Language shall be accompanied by translation), by hand, in a sealed envelope (directly or through an authorized representative) to the address below:

**ITALIAN AGENCY FOR DEVELOPMENT COOPERATION – YANGON OFFICE
41/7B INYA MYAING, SHWE TAUNG GONE
BAHAN TOWNSHIP – YANGON**

2. DEADLINE FOR SUBMISSION

The **closing time** for receipt of bids is the **11th of July 2018, 10:00 a.m.** Yangon time. Bids must be delivered to the designated address during the AICS-Y working hours from 9:15 am to 5:00 pm. Monday through Friday. Bids received after this time and date shall not be considered.

Lodging of the bid will be acknowledged by means of a receipt dated and signed by the official of the above-mentioned office the documents are handed over to.

AICS-Y will keep a copy of the receipt.

In case of Offers submitted by Courier, scan copy of the receipt issued by the Contracting Authority will be sent to the e-mail address provided in the Bid external envelope (See Paragraph 5.C).

Offers received by e-mail cannot be accepted and will be rejected.

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3. REQUESTS FOR CLARIFICATION

Bidders may submit requests for clarification only in writing before the **25th of June 2018, 2:00 p.m.** Yangon Time

In the subject of the email should be specified the Invitation to bid reference: **“Invitation to bid for the supply and installation of IT equipment to the Foreign Economic Relations Department (FERD) of the Ministry of Planning and Finance (MoPF) in Nay Pyi Taw – AID 11087”**.

Each question must start with an indication of the paragraph of the Invitation to Bid documents to which the question relates.

Questions should be sent to the following email address:

yangon@aics.gov.it

Bidders are reminded that the above e-mail address may be used only to send queries.

Please note that clarifications requested by phone will not be considered.

A clarification meeting will be held at the Contracting Authority premises (AICS Yangon Office see address above in paragraph 1) the **25th of June 2018 at 2 p.m.**. During the meeting, the bidding documents and relevant procedures will be presented and explanations to questions previously received, if any, will be provided. The presence of the bidder will be recorded by the Contracting Authority and Bidders representatives will be asked to sign a form.

All the clarifications provided during the Clarification Meeting together with Questions and Answers will be made available in the website www.ambyangon.esteri.it within **28th of June 2018** and will be sent to all the bidders from the above-mentioned e-mail address. These answers will complement the original Invitation to Bid and Terms of Reference.

4. CONTRACT DESCRIPTION

The Terms of Reference related to the contract are described in “Annex A –Terms of Reference” (ToR), including all the details and requirements on the IT equipment supply, installation in Naypyidaw, and running of diagnostic tests.

The supply of IT equipment and its installation at FERD premises in Naypyidaw has to be provided within a period of 2 months. 3 months after delivery and installation of the equipment, running diagnostic tests on purchased equipment shall be carried out. Therefore, the contract will last six (6) months.

The maximum total amount available under this contract is of EUR 158.600,00 for the whole period of duration (6 months). Offers exceeding this threshold will be automatically disqualified.

The Bidder is solely responsible for the payment of service, tax, insurance (medical, against accidents at the work) and all other taxes and government dues as may be applicable. In no case the AICS-Y will be responsible to pay taxes for the Supply Contract.

It must be clear and understood by the Bidder that the persons in charge of implementing the activities under the contract following the present bid, remain personnel employed or hired by the organization for all intents and purposes and that there is no relationship of employer-employee between the said persons and the Italian Agency for Development Cooperation.

Moreover, the Bidder shall also be solely responsible for providing all the statutory benefits (as per Myanmar relevant laws) to the eligible staff/consultants employed or hired by it and it shall make payment of compensation (as per Myanmar relevant laws) in case of injury or death of any of its personnel.

5. REQUIRED DOCUMENTS, SEALING AND MARKING OF THE PROPOSAL

The interested organizations shall submit their Proposals/Bids **in an outer sealed envelope containing three inner separated and sealed envelopes**. The inner and outer envelopes must be sealed with adhesive tape and the Organization/Bidder must sign across the tape seal.

Outer envelope:

The following information should be clearly marked on the outer envelope:

- a. **Closing Date of the Invitation;**
- b. **Invitation to bid for “IT equipment to the Foreign Economic Relations Department (FERD) of the Ministry of Planning and Finance (MoPF) in Nay Pyi Taw – AID 11087”;**
- c. Name of the Organization/Bidder;
- d. The words “DO NOT OPEN BEFORE BID OPENING SESSION”.

Inner envelopes:

I. The administrative envelope

The first (sealed) envelope, marked as “Administrative Documents and the name of the Bidder” shall contain:

- I.1. ORGANIZATION LEGAL INFORMATION, duly filled, signed and stamped (Please see in “Annex D.1. - Legal Entity Declaration”, and fill it with relevant information, sign and stamp);
- I.2. BID SUBMISSION as per “Annex D.2. - Bid Submission” (i.e. the identity of the Bidder). In case of single Bidder, please fill in only the field related to the Leader;
- I.3. Details of the CONTACT PERSON within the Organisation responding for the present Bid as per “Annex D.3. - Contact Person” (for this Bid);

- I.4. ECONOMIC AND FINANCIAL CAPACITY information providing evidence that the Bidder average annual turnover for the last 3 years exceeds EUR 40.000,00 and therefore it has the economic and financial capability to carry out the requested Technical Assistance and qualified services relevant to the supply hereby described. (Please see in “Annex D.4 - Economic and Financial Capacity”, and fill it with relevant updated information);
- I.5. BIDDER SPECIFIC EXPERIENCE and the areas of specialisation listing and describing the experience of the Organization in carrying out similar supply contracts, relevant tasks and assignments with specific reference to Myanmar. The list shall be provided with clear indications and details on the area of specialisation, the duration of assignments, organizations funding the Contracts, specific expertise provided (as per “Annex D.5 - Bidder Specific Experience”) and (if possible) attaching reference letters of performance of the Contracts/Projects previously carried out;
- I.6. CERTIFICATE OF REGISTRATION AS NATIONAL ORGANIZATION in Myanmar proving that the Bidder is authorized to perform the contract. Please be reminded that in case the original documents are in Myanmar language an English translation must be attached;
- I.7. In case of association of organisations, a copy of the AGREEMENT entered into by all organisations or alternatively, a LETTER OF INTENT (as per “Annex E.1 - Template - Letter of Intent for association of organisations”) to execute the agreement shall be provided, signed and stamped. In case of Individual Bidder this Document will not be needed;
- I.8. POWER OF ATTORNEY, providing evidence that the Person signing the Documents is legally entitled to do so, duly signed and stamped (Please see in “Annex E Templates - 2. Power of Attorney for Individual Bidder or 3. Power of Attorney for Association of Organizations”), together with a copy of valid Identity Card or Passport of the Signatory Persons;
- I.9. SELF DECLARATION FORM (see “Annex D.6”), duly filled, signed and stamped, containing:

A duly signed self-declaration stating that the organization is not in any of the following categories:

- a. bankrupt, or being wound up, or having its affairs administered by the courts, or entered into an arrangement with creditors, or suspended its business activities, or is in any similar situation arising from a similar procedure provided for in national legislation or regulations;
- b. the subject of proceedings for a declaration of bankruptcy, for winding-up, for administration by the courts, for an arrangement with creditors or for any similar procedure provided for in national legislation or regulations;

- c. the organization, or persons having power of representation, or decision making, or control over them have been convicted of an offence concerning professional conduct by a judgment which has the force of *res judicata*;
 - d. guilty of severe professional misconduct proven by any means which the contracting authority can justify;
 - e. the organization, or persons having powers of representation, or decision making or control over them, have been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in criminal organization, money laundering or any other illegal activity;
 - f. not in compliance with its obligations relating to the payment of social security contributions, or payment of taxes in accordance with the legal provisions of Myanmar;
 - g. is not affiliated to any criminal organisation (In case of awarding, the Contracting Authority reserves the right to verify that the information provided is reliable and true, also through the diplomatic channels, before proceeding with the signature of the Contract)
- I.10. The **BIDDER DECLARATION** of acceptance of the Bid clauses (Please see in “Annex D.7 - Bidder Statement”), duly signed and stamped.
- I.11. The **CONTRACT TEMPLATE** duly signed and stamped (Please see “Annex C - Contract Template”), with each page initialled. Please note that the Contract template shall not bear any additional information, but only signature, stamp and each page initialled.
- I.12. **BANK STATEMENTS** for the last 3 years
- I.13. **AUDITED FINANCIAL STATEMENTS** for the last 3 years;
- I.14. **A SIGNED COPY OF THE IDENTITY CARD** of the attorney of the Bidder or his duly authorized representative.
- I.15. Receipt of the **PAYMENT OF THE BID REGISTRATION FEE** to the Italian Authority for Anti Corruption – ANAC. As per Art. 1 clause 67 of the Italian Law n. 266/2005 each Bidder is requested to execute a Bank Transfer of EUR 20.00 to the following:

Account Holder: Autorità Nazionale Anticorruzione

Bank Name: Monte dei Paschi di Siena Account N. 4806788

IBAN: IT 77 O 01030 03200 0000 04806788

BIC: PASCITMMROM

To facilitate the execution of the mentioned payment, the Contracting Authority will make available a support desk from **July 2 to July 6, 2018 from 11 a.m. to 1 p.m.** Interested Bidders are invited to come to the premises of the Contracting Authority provided with the following documentations:

- a) Certificate of Registration of the Bidder Organization with Registration Number and relevant English translation;
- b) Identity Card of the person, providing evidence that he/she is duly representing the Bidder;
- c) A note of EUR 20.00.

The Contracting Authority will release a receipt of the submitted EUR 20.00. The pdf document of the ANAC Bank Receipt for the Bid Registration, a copy of which shall be included in the Administrative Envelope, will be sent to the Bidder by email during the following days.

Administrative offers missing one or more of the above listed documents may considered non-compliant and the Offer may be rejected.

Please refer to the Administrative Documents Check List attached in “Annex D”.

II. The technical envelope

The second (sealed) envelope, marked as “Technical Documents and the name of the Bidder” shall contain:

II.1. THE TECHNICAL OFFER (see “Annex F”) including:

- a) The duly filled signed and stamped **Control Table** with confirmation of the availability of the item listed within “Annex A – Terms of Reference”, the ability to supply them to and to install them in FERD premises in Naypyidaw within 2 months from the signature of the contract. The item proposed have to comply with brands and model listed in “Annex A – Terms of Reference”. Specifically, compliance with brands listed in Annex A is mandatory, while the technical specifications listed have to be considered as minimum requirements. If the item listed are not available but a correspondent superseding model (in terms of technical characteristics) of the same brand is available, the technical offer shall include the name of the model and its technical specifications listed or as a brochure.
- b) The duly filled signed and stamped proposed **Timeline Chart** including main actions and milestones (such as: i) Delivery of IT equipment, ii) Installation of IT equipment, iii) Run diagnostics) for the contract and related proposed period of execution.

III. The economic envelope

The third (sealed) envelope, marked as “Economic Offer and the name of the Bidder” shall contain: THE ECONOMIC OFFER (see “Annex G”):

The Economic Offer will include the details of the costs of the provision of equipment, its installation in Naypyidaw and running diagnostic tests of the equipment installed.

The economic offer shall include:

- The unitary cost for each item listed in the “Annex A – Terms of Reference”
- The total costs for the supply of the equipment listed in “Annex A – Terms of Reference” (IT equipment with the technical and brand specifications indicated by FERD, transportation to and installation in Naypyidaw, running diagnostic tests within 3 months after delivery and installation);

The Economic Offer has to be duly stamped and signed by the Bidder or his duly authorized representative and clearly legible to eliminate any possible doubt as to wording or figures. **The economic offer must be in EURO currency only. No other currency will be accepted.**

6. BIDS OPENING

Envelopes will be opened on **July 11, 2018, at 10.00 p.m.** (Yangon local time) at the Contracting Authority premises (see above). The evaluation of the Offers will follow and will be done by an Evaluation Committee duly appointed for the purpose by the Responsible of the Procedure (RUP) of the Contracting Authority. The Committee consists of at least three (3) members from AICSY Office. A representative of the FERD may assist to the evaluation procedures as observer.

Bidders may be present at the opening session with the personnel duly appointed.

7. EVALUATION OF BIDS

The submitted bids will be evaluated by a Committee nominated by the AICS-Y Director. The committee consists of at least three (3) members from AICS-Y Office.

The evaluation based on the information provided in the submitted bid and the criteria expressed in the following paragraphs and it takes place in three steps:

- a) Opening of the outer envelope, verification of administrative compliance and verification of non-exclusion and of eligibility of bidders on the basis of the exclusion criteria and of the participation rules (see paragraph 7.1).

The Bids not matching the administrative requirement, as per point 7.1 below, will not be admitted to the Economic Evaluation Phase; this will be communicated to the Bidder.

- b) The envelope containing the technical offer for bids which were not eliminated during the

administrative compliance check will be opened. Evaluation of the technical offer is based on the criteria expressed in paragraph 7.2.

- c) Bids which are not compliant with the technical requirements listed in the “Annex A - Terms of Reference” will be considered as “not responsive” and will not be admitted to the Economic Evaluation Phase. Bidders will be informed in case their offer will be “Not Responsive”
- d) Upon completion of the technical evaluation, the envelope containing the economic offer for bidders that were not eliminated during the technical evaluation will be opened. Evaluation of the financial offer is based on the criteria expressed in paragraph 7.3.

7.1. Administrative compliance, eligibility and exclusion criteria

The Committee checks the compliance of bids with the instructions given in point 5. Failure to comply with the administrative requirements in the present document and the invitation to bid will constitute an irregularity and may result in the rejection of the bid.

The Committee checks the compliance of bids with the eligibility and exclusion criteria set out in this paragraph respectively based on the information provided by the bidder in their bid submission form, supporting documents and signed declaration regarding exclusion.

Organizations are not entitled to participate in this bidding procedure or be awarded a contract if they are in any of the situations listed in the Self Declaration Form (“Annex D.6”), duly signed and dated by an authorised representative, stating that they are not in one of the situations of exclusion listed in the template.

Bidders guilty of making false declarations will be excluded by the bid.

In order to prove the economic and financial capacity, the bidders must comply with the following criteria. If any of the requirements, are not met, the bid will be rejected.

- a) The bidder's average annual turnover for the last 3 years must exceed **EUR 40,000.00**. The information must be given in the Bid Submission Form (“Annex D.4”).
- b) Bidders must provide evidence showing that they reach the sums required above, such as an extract from the consolidated profit and loss accounts, banks statement balance sheets and cash flow statements for the last 3 financial years. The figures to be taken into account must be clearly shown in the documentary evidence i.e. the annual turnover figure in each document(s) provided must be clearly highlighted in order to allow easy evaluation.
- c) If documents provided are in a currency different from EUR, the exchange rate for conversion will be set using the InforEuro rate of the month in which the bid has been released.
- d) In case organizations will associate the average annual turnover for the last 3 years must be as following: i) all partners combined must meet the EUR 40,000.00 requirement, ii) each partner must meet 25% of the EUR 40,000.00 requirement, and iii) at least one partner must meet 50% of the EUR 40,000.00 requirement.

- e) If, for some exceptional reason which the AICS-Y considers justified, a bidder is unable to provide one or other of the above documents, he or she may prove his or her economic and financial capacity by any other document which the AICS-Y considers appropriate. In any case, the AICS-Y must at least be notified of the exceptional reason and its justification in the bidding proposal. The Committee reserves the right to request any other document enabling it to verify the bidder's economic and financial capacity.

In order to prove the technical and professional capacity, the Bidders must proof their specific experience of the organization & areas of specialisation. If any of the requirements, are not met, the bid will be rejected. The information requested must be given on the bid submission form (“Annex D.5”). The Bidder must comply with the following criteria:

- a) The bidder shall have performed the following certified activities, covering the following areas:
- IT equipment provision and installation to National/International both Public or Private organizations in Myanmar;
 - IT assistance and maintenance to National/International both Public or Private organizations in Myanmar in Myanmar.

7.2. Evaluation of Technical Offer

The quality of each technical offer will be evaluated in accordance with the Technical Requirements listed in “Annex A - Terms of Reference”. Only bids which are compliant to the Technical Requirements will be considered “Responsive” and will pass to the Economic Evaluation phase.

Bids which are not compliant with the technical requirements (meaning that one or more proposed items have a different brand than the one listed in the technical specifications or that the model provided is not superseding the one listed in the technical specifications) will be considered as “Not Responsive”.

Bids which are compliant with the technical requirements (meaning that all proposed items meet the brand and model requirements listed in the technical specifications, or that proposed different models of the listed brand are clearly superseding the models listed in the technical specifications) will be considered “Responsive” and will be admitted to the Economic evaluation phase.

In case that for a listed item a superseding model of the same brand is proposed, the Bidder will have to provide the technical specifications of the proposed model and clearly show that the proposed model has a better performance than the one listed in the technical specifications. The Evaluation Committee will decide whether the proposed model can be considered as acceptable.

Bidders are informed that including a superseding model in the list of technical equipment will not lead to any additional evaluation score as the selection process is carried out on a “Responsive” base.

7.3. Evaluation of Economic Offer

Upon completion of the technical evaluation, the envelope containing the economic offer for bids that were not eliminated during the administrative compliance check will be opened.

The Evaluation Committee will check the offers for arithmetic or clerical errors in computation and summation. Wherever a discrepancy may occur between the amount in words and the amount in figures, the first will prevail unless the Evaluation Committee agrees that there is an obvious error

Corrected amounts shall be rendered to the Bidders for acceptance, if the Bidder does not accept them, its Bid shall be rejected.

Bids exceeding the maximum budget available for the Contract (EUR 158,600.00) shall be rejected.

The financial score is calculated using the “**lowest price**” criteria for the supply and installation in FERD premises in Naypydaw of IT equipment listed in “Annex A – Terms of Reference”. (considering the mandatory technical minimum requirements and brand specifications indicated by FERD), as well as running diagnostics tests to be carried out within 3 months from delivery and installation.

The evaluation committee reserves the right to request the Bidder to further clarify any fees proposed.

8. CHOICE OF SELECTED BIDDER

The bid which carries the lowest price is selected.

9. PROPOSAL VALIDITY

Period of validity of the Bid/Proposal is ninety (90) days from the deadline for submission. Shorter period of validity will not be accepted and may lead to the exclusion of the Bidder from the selection. The Bidder must declare to understand and accept the validity period in the Bid Submission Form (“Annex D.6”).

10. SIGNATURE OF CONTRACT

10.1. Notification of award

Bidders will be informed of the outcome of their Bids/Proposals and the final outcome will be published on the following websites: www.ambyangon.esteri.it and www.aicsyangon.org.

The successful Bidder will be informed also by email that its bid has been selected. After the notification and before signature of the Contract, the AICS-Y may proceed with further verification of declarations and documents.

10.2. Signature of the contract and entry into force

Within the period indicated in the notification letter, the selected Bidder shall sign and date the contract and return it to the AICS-Y. The Contract will entry into force following the signature of the contract.

In order to sign the Contract, the selected Bidder will be requested to come to the premises of the Contracting Authority to proceed with the signature of the Contract.

To sign the Contract, as per Art. 103 of the Italian Law n. 50/2016, the awarded Organization shall provide the Contracting Authority within ten (10) calendar days from the Contract's notification date, a Bank Guarantee [see “Annex E.4. Templates - Performance Bank Guarantee”] or a certified check for good performance amounting to at least 10% of the Contract Price and issued by a Bank established in Myanmar and acceptable to the Contracting Authority or by a primary International recognized bank. The guarantee shall be released and returned to the Company within 30 days upon the issuance of the Final Acceptance Certificate by the Contracting Authority.

Failure of the selected Bidder to comply with this requirement may constitute grounds for annulling the decision to award the contract. In this event, the Contracting Authority may award the bid to another Bidder or cancel the bid procedure.

11. VISIBILITY OF AICS SUPPORT

Any product or IT equipment delivered by the selected Bidder within the execution of the contract shall carry the logo of AICS. A sample of the logo is provided as “Annex H – AICS Logo” . During contract execution the Contracting Authority and the selected Bidder will agree on the best option to be used in order to apply the AICS logo to the IT equipment (i.e. sticker with AICS logo). Bidders should already consider costs for the production of the AICS logo within the quotation provided in the economic proposal.

12. CONTRACT DETAILS AND PAYMENT SCHEDULE

A template of the Contract is provided as “Annex C” for reference. Bidders are requested to check the details of the Contract template, sign and stamp it, with each page being initialled and submit it, with no modification or addition, together with the Administrative Envelope as indicated in Par. 5.I.11 of the present Instructions to Bidders.

In case of absence of this requirement in the bid documentation the offer will be disqualified.

The Payment Schedule proposed in the contract template provides evidence to the fact that

the payments will be executed based on the successful achievement of contract milestones listed in the “Annex A – Terms of Reference”. Only if deemed favourable by the Contracting Authority, the Payment instalments may be adjusted according to the implementation schedule proposed by the Awarded Organization (hereinafter referred to as Service Provider).

Payments shall be made by Bank transfer on the account in Euro that will be communicated in writing to the Contracting Authority through the Bank Account Form in “Annex G”. Should the Bidder not be provided with a Bank Account in Euro currency, evidence of the commitment of the Bidder to open an Account in such currency shall be provided in the terms of a Declaration as indicated in “Annex G”.

13. CLARIFICATION AND CORRECTION OF ERRORS

If, after the Bids have been opened, some clarification is required in connection with the bid, the AICS-Y may contact the Bidder for further clarifications.

14. ITALIAN AGENCY FOR DEVELOPMENT COOPERATIONS’S RIGHT

This Invitation to Bid is in no way binding upon the Italian Agency for Development Cooperation (AICS). The AICS’s contractual obligation commences only upon signature of the contract with the successful Bidder. The AICS-Y may, before the contract is signed, either abandon the procurement or cancel the award procedure without giving rise to any compensation entitlement on the part of the Bidders. Where appropriate, such decision must be substantiated and be brought to the attention of the Bidders.

Furnishing of false, misleading, inaccurate information in the Bid/Proposal document or in any other manner shall lead to the disqualification of the Bid and Bidder at any stage or time. It shall also lead to termination of the contract, if awarded.

If the contracted Organization fails to supply the equipment within the period specified by the Contract (six months from the Contract Signature), the Contracting Authority will, without prejudice to its other remedies under the Contract, deduct from the Contract price, as liquidated damages a sum equivalent to point two percent (0.2%) per day of delay calculated on the value of the Contract until actual delivery, up to a maximum deduction of ten percent (10%) of the value of the Contract.

Please notify this Office immediately if any part of this Invitation to Bid is missing and/or illegible.

Bidders are reminded that e-mail address *yangon@aics.gov.it* may be used only to send queries (see paragraph 3. Requests for clarification).

BIDS MUST NOT BE SENT TO THIS E-MAIL ADDRESS.

Ufficio di Yangon

Project AID 11087 – CIG 75125586FA

Annexes:

- Annex A - Terms of Reference
- Annex B – Project timeline chart template
- Annex C – Contract Template
- Annex D – Administrative Envelope forms
- Annex E – Templates
- Annex F - Technical Offer Form
- Annex G - Economic Offer Form
- Annex H – AICS logo

AICS Yangon Director
Eng. Maurizio Di Calisto

