

**Procurement of services for the installation of tempered porthole glass (including removal of the existing glass and replacement with a new one, along with supply of goods and materials) for the vessels under the authority of ASCO.**

General information

Name of the procuring company

Azerbaijan Caspian Shipping Closed Joint Stock Company (ASCO)

Address of the procuring company :

2 Mikayil Useynov street, AZ1003, Sabail district, Baku city,

Bidding name:

Procurement of services for the installation of tempered porthole glass (including removal of the existing glass and replacement with a new one, along with supply of goods and materials) for the vessels under the authority of ASCO.

Bidding ID:

AM019/2025

Name, quantity, volume and brief description of the procurement subject:

|  |  |  |  |
| --- | --- | --- | --- |
| Item no. | Nomination of works | Measurement unit | Quantity |
| 1 | Tempered porthole glass 6 mm | sq.m | 1 |
| 2 | Tempered porthole glass 8 mm | sq.m | 1 |
| 3 | Tempered porthole glass 10 mm | sq.m | 1 |
| 4 | Tempered porthole glass 12 mm | sq.m | 1 |
| 5 | Tempered porthole glass 15 mm | sq.m | 1 |
| 6 | Tempered porthole glass 18 mm | sq.m | 1 |
| 7 | Tempered porthole glass 20 mm | sq.m | 1 |
| 8 | Tempered porthole glass 22 mm | sq.m | 1 |
| 9 | Tempered porthole glass 23 mm | sq.m | 1 |
| 10 | Tempered porthole glass 24 mm | sq.m | 1 |
| 11 | Tempered porthole glass 25 mm | sq.m | 1 |

Technical requirements :

1. **A relevant document confirming the existence of a production facility shall be submitted.**
2. **A list of employees and copies of relevant employment contracts shall be submitted;**
3. **Payment terms are accepted on actual basis only. Other differing payment terms will be excluded from the bidding and not evaluated.**
4. **The services will be provided in parts throughout the year based on relevant orders as the demand arises.**

Date and time of publication of the bidding:

16.05.2025 08:20

Deadline for the application

(**Applications made upon the deadline shall not be accepted):**

Until 17:00 on 23.05.2025

Language in which the offers to be adopted

Documents must be drawn up in Azerbaijani and submitted in 2 copies (original and copy).

Bidding offers in foreign language to be translated into Azerbaijani.

Method, place, deadline, and time for submission of the bidding offers

(**Envelopes submitted after the specified time will be returned unopened):**

Offers shall be submitted to ASCO by 17:00 Baku time on 02.06.2025 (including 1 original and 1 copy).

Date and time of envelope opening:

At 12:00 on 03.06.2025

Participation fee : AZN 50

Bidders shall initially submit the attached application letter to the contact person, and after obtaining the Collection of General Conditions for the open tender, they shall pay the participation fee to submit their offers. The participation fee shall be non-refundable under any circumstances, except in cases of failure to proceed with the procurement process due to there being fewer than three bidders.

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 №: 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 №: AZ06IBAZ38150019781115341120 |

Contact person in charge: Emil Hasanov - Senior procurement specialist at the Procurement Department of ASCO

Telephone No.: +99450 422 00 11

E-mail : emil.hasanov@asco.az, tender@asco.az

Contact person in charge: Ayten Novruzova, Procurement specialist at the Procurement Department of ASCO. Ext. No.: 10 - 64

E-mail : ayten.novruzova@asco.az, tender@asco.az

Contact person on legal issues :

Landline No.: +994 12 4043700 (ext: 1098)

E-mail: tender@asco.az

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

APPLICATION LETTER FOR THE PARTICIPATION

**IN THE THE OPEN BIDDING**

\_\_\_\_\_\_\_\_\_\_\_ city “\_\_”\_\_\_\_\_\_\_2025

\_\_\_\_\_\_\_\_\_\_\_№

**To the Chairman of the ASCO Procurement Commission**

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:

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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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