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



**“AZERBAIJAN CASPIAN SHIPPING” CLOSED JOINT STOCK COMPANY**

**ANNOUNCES AN OPEN BIDDING FOR PROCUREMENT OF BED SETS**

**B I D D I N G No. AM-031/2019**

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|  | **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

At the initial stage, application for participation in the bidding ( signed and stamped ) and bank evidence proving payment of participation fee shall be submitted in English, Russian or in Azerbaijani languages to the official address of "Azerbaijan Caspian Shipping" CJSC or email address of contact person in charge by the date of 15.03.2019, 18.00 Baku time. Description (list) of goods, works or services has been attached hereto.  |
|  | The amount of participation fee and collection of general terms and conditions (bidding offer documentation) :* Any participant (bidder), who desires to participate in the bidding and to submit its bidding offer, shall pay for participation fee stated below and shall submit the evidence as a proof of payment to "ACS" CJSC not later than the date stipulated in section one. All participants (bidders), who have fulfilled these requirements, may obtain general terms relating to the procurement subject from contact person in charge by the date envisaged in section III of this announcement at any time from 09.30 till 17.30 at any business day of the week.
* LOT-\_ AZN 50 (VAT inclusive)
* or its equivalent which may be paid 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., 67 Beneficiary: 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., 67 Beneficiary: Azerbaijan Caspian Shipping CJSCTAX ID : 1701579951Account No. : AZ06IBAZ38150019781115341120 |

* Except for circumstances where the bidding is cancelled by ACS CJSC, participation fee shall in no case be refunded !
 |
|  | 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, shall submit their bidding offer (one original and two copies) enclosed in sealed envelope to "ACS" CJSC by the date of 03.04.2019, by 15.00 Baku time.
* All bidding offer envelopes submitted after above-mentioned date and time shall be returned back unopened.
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|  | Applicable rules in the bidding and exclusive right of "ACS" CJSC :* The bidding shall be held in accordance with the order dated 12 June 2014, No. 99 and " Guidelines for Organization and Management of procurement in "Azerbaijan Caspian Shipping" Closed Joint Stock Company" which has been approved on the basis of such order.
* "Azerbaijan Caspian Shipping" Closed Joint Stock Company shall be entitled to refuse all bidding offers and terminate the bidding in accordance with " Guidelines for Organization and Management of procurement in "Azerbaijan Caspian Shipping" Closed Joint Stock Company".
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|  | Address of the procuring company :The Azerbaijan Republic, Baku city, AZ1029 (postcode), Heydar Aliyev Avenue 152, “Chinar Plaza” 24th floor, Procurement Committee of ACSC. Contact person in charge :Vugar Jalilov Secretary of the Procurement Committee of "ACS" CJSCTelephone No. : +994 12 404 37 00 (1132)Email address: tender@asco.az **Contact person on legal issues :**Telephone No. : +994 50 352 99 88E-mail address. : **Huquq.meslehetcisi@asco.az** |
|  | Tender offer envelopes` opening date and time :The opening of the envelopes shall take place on 03.04.2019, at 16.30 Baku time in the address stated in section V of the announcement.  |
|  | Information on the winner of the bidding :Information on the winner of the bidding can be found on the announcement tab from the official website of "ACS" CJSC.  |
|  | Other conditions of the bidding : |

Procurement Committee of "ACS" CJSC

(On the participant`s letter head)

APPLICATION FOR PARTICIPATION IN

THE OPEN BIDDING

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

\_\_\_\_\_\_\_\_\_\_\_№

To attention of Mr. Jabrail Mahmudlu

Chairman of Procurement Committee of "ACS" CJSC

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 "ACS" CJSC 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 "ACS" CJSC.

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 : . . . . . . . . . . . . . . . . . . . . . . .
* Position of the contact person :. . . . . . . . . . . . . . . . . . . . . . .
* Telephone No. : . . . . . . . . . . . . . . . . . . . . . . .
* Fax No. : . . . . . . . . . . . . . . . . . . . . . . .
* E-mail address. : . . . . . . . . . . . . . . . . . . . . . . .

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)

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

 (position of the authorized person)

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LIST OF BED SETS

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| --- | --- | --- | --- |
| № | Nomination of goods | Measurement unit | Quantity |
|   | **MARINE TRANSPORTATION FLEET** |   |   |
| 1 | Pillow 50 x 70 cm | p i e c e ( s )  | 200 |
| 2 | Bath towel (70 x 140 cm) | p i e c e ( s )  | 500 |
| 3 | Handwashing towel (50 x 90 cm) | p i e c e ( s )  | 600 |
| 4 | Hanger | p i e c e ( s )  | 400 |
| 5 | Tea towel (60 x 40 cm) | p i e c e ( s )  | 500 |
| 6 | Bedding set (bed sheet, blanket and pillow case) | p i e c e ( s )  | 500 |
| 7 | Blanket (for bed) | p i e c e ( s )  | 250 |
| 8 | Spring mattress 195 cm X 80 cm | p i e c e ( s )  | 20 |
| 9 | Mattress 200 x 75 cm | p i e c e ( s )  | 15 |
| 10 | Mattress 115 x 200 cm | p i e c e ( s )  | 10 |
| 11 | Spring mattress 85 x 195 cm | p i e c e ( s )  | 20 |
| 12 | Spring mattress 90 x 195 cm | p i e c e ( s )  | 10 |
|   | **CASPIAN SEA OIL FLEET** |   |   |
| 13 | The bedding set consists of a cotton fabric (a bed, a duvet, and a sofa) | s e t | 1250 |
| 14 | Blanket (for bed) | p i e c e ( s )  | 400 |
| 15 | Pillow 70 x 70 cm | p i e c e ( s )  | 200 |
| 16 | Handwashing towel (50 x 90 cm) | p i e c e ( s )  | 600 |
| 17 | Bath towel 70 x 140 cm | p i e c e ( s )  | 450 |
| 18 | Tea towel (60 x 40 cm) | p i e c e ( s )  | 600 |
| 19 | Spring mattress (180 cm x 70 cm)  | p i e c e ( s )  | 30 |
| 20 | Spring mattress (190 cm x 80 cm) | p i e c e ( s )  | 30 |
| 21 | Spring mattress (200 cm x 80 cm) | p i e c e ( s )  | 20 |
| 22 | Spring mattress (200 cm x 90 cm) | p i e c e ( s )  | 20 |
| 23 | Kettle | p i e c e ( s )  | 100 |
| 24 | Chair | p i e c e ( s )  | 13 |
|  | **“Bibiheybat” Ship Repair Yard** |  |  |
| 25 | Bedding set (Pillowcase (50 x 70 cm), quilt cover (210 x 160 сm, mattress cover (210x160 sm) made of cotton) | s e t | 50 |
| 26 | Pillow 70 x 70 cm | p i e c e ( s )  | 50 |
| 27 | Blanket 210 x 160 cm | p i e c e ( s )  | 20 |
| 28 | Mattress 70 x 200 cm  | p i e c e ( s )  | 50 |
|   | **“Zigh” Ship Repair and Construction Yard** |   |   |
| 29 | Bedding set (Pillowcase, quilt cover, mattress cover made of cotton) | s e t | 50 |
| 30 | Sofa cover 150 x 200 cm | p i e c e ( s )  | 15 |
|   | **Production Services Department** |   |   |
| 31 | Cover for children 100 x 150 cm | p i e c e ( s )  | 50 |
| 32 | Cover for children 100 x 150 cm | p i e c e ( s )  | 50 |
| 33 | Children's bed set 100 x 150 cm | s e t | 50 |
| 34 | Mattress for children 100 x 150 cm | p i e c e ( s )  | 20 |
| 35 | Pillow for children 50 x 70 cm | p i e c e ( s )  | 20 |
| 36 | Blanket 100 x 150 cm | p i e c e ( s )  | 90 |
| 37 | Pillow 50 x 70 cm | p i e c e ( s )  | 30 |
| 38 | Bedding set (Pillowcase (50 x 70 cm), quilt cover (100 x 150 сm, mattress cover (100 x 150 cm) made of cotton) | s e t | 30 |

**Only DDP shall be accepted as a delivery term form local entities. Price offers shall be accepted in manats. Other conditions shall not be accepted.**

 **Legal entities and individuals may participate as one bidder for each bidding and may submit only one bidding offer as a bidder**

It is necessary to indicate the model, certificate of origin and the country of manufacture of each good for which quotation is submitted by the relevant entity.

**The winning company must submit the samples and agree on them with the procuring company before conclusion of the contract.**

N o t e : The goods will be received in portions within 3 months depending on the extent of necessity.

**For technical questions please contact :**

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| Shammad Yolchuyev, Head of the Procurement Department of the "Marine Transportation Fleet" - 0503707909shammad.yolchuyev@asco.az |
| Suleyman Mammadov, Head of the Warehouse of Procurement Department of the Marine Transportation Fleet 051 454 06 00suleyman.mammadov@asco.az |
| Mahir Isayev, Head of the Procurement Service of the Caspian Sea Oil Fleet 050 292 12 32mahir.isayev@asco.az |
| Iman Abdullayev, Deputy Head of the Procurement Service of the Caspian Sea Oil Fleet 055 555 54 49iman.abdullayev@asco.az |
| Guliyev Gulu - "Bibiheybat" Ship Repair Yard, Procurement Department, Head of the Procurement Department of "Bibiheybat" Ship Repair Yard - 0502207820qulu.quliyev@asco.az |
|  |
| Sabuhi Bagirov, Head of the Procurement Department of "Zykh" Ship Repair and Construction Yard 050 458 02 02 sabuxi.bagirov@asco.az |
| Zohra Orujova - "Zigh" Ship Repair Yard, Procurement Department, Engineer of the Procurement Department of "Zigh" Ship Repair Yard 050 350 11 65zohra.orucova@asco.az |

 Kamyl Huseynov - "Production Services Department", Head of the Procurement Department

050 256 58 92

kamil.huseynov@asco.az

Due diligence shall be performed in accordance with the Procurement Guidelines of "Azerbaijan Caspian Shipping" Closed Joint Stock Company prior to the conclusion of the purchase agreement with the winner of the bidding.

The company shall enter through this link ( https://asco.az/company/signals/podrators-electron-muraciet-formasi/ ) to complete the special form or submit the following documents:

* Articles of association of the Company (including all amendments and changes thereto)
* 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!