**ANNOUNCEMENT**

**ON PREQUALIFICATION PROCEDURE**

This announcement is confirmed by Decision N 1 dated 17-th of august 2023 of the open tender committee and is published according to the Article 24 of the RA Law “On Procurement”.

The procedure code is ՀՀ ԷՆ-ԲՄԾՁԲ-23/70

**I. THE DESCRIPTION OF THE PROCUREMENT OBJECT**

1. The client, the Ministry of Economy of the RA, located in  5 M. Mkrtchyan, street, Yerevan, announces prequalification procedure for "Comprehensive Plan for the Restoration of Trout Stocks and the Development of Fish Farming in Lake Sevan". The consulting service consist of one lot:

|  |  |
| --- | --- |
| **Number of lot** | **Lot Name** |
| 1. | Comprehensive Plan for the Restoration of Trout Stocks and the Development of Fish Farming in Lake Sevan |

The preliminary option of the description is attached.

**II. TERMS FOR PARTICIPATION IN PROCEDURE**

2. According to the Article 7 of the RA Law “On Procurement”, any person or entity, irrespective of being a foreigner, a foreign entity or a stateless person, has the equal right to participate in the prequalification procedure.

3. The participant wishing to participate in prequalification procedure must satisfy the compliance with qualification criterion as defined in Article 6, paragraph 3, point 1, 2, 4 and 5 of the RA Law “0n Procurement”.

At the same time, the participant must have the required for the fulfillment of the obligations provided for in the contract to be concluded

1. compliance of professional activities with activities provided for by the contract

2. professional experience,

3.financial means

4. labor resources.

1) The criterion " compliance of professional activities with activities provided for by the contract " is evaluated by the provision of similar services.

At the same time, In accordance with certain standards and methods of preparation of business plans, feasibility studies, and investment packages developed on international financial and investment markets are considered similar.

Presented to the participant:

2) **“Professional Experience" qualification criterion:**

3-4 similar projects for the development of the fishing business, implemented on the local and international markets.

1. For substantiation its compliance with the requirement provided for in paragraph a) the participant submits copies of the previously concluded contract (contracts, agreements) with the bid, and in order to assess the proper execution of that contract (contracts, agreements), a copy of the act certifying the execution of the contract within the specified period of time (handover-acceptance protocol, etc.) approved by the parties to the given contract, or the written certificate of the party who accepted the execution of the given contract.

3) “**financial means” qualification criterion:**

The annual turnover shall be 500.0 million AMD or more

4) “**labor resources” qualification criterion:**

1. With the bid, the participant submits the written consents of the specialists involved in the nominated staff to involve them in the work to be carried out, as well as copies of the specialists' passports and qualification documents, and resumes. Data on the nominated staff are presented in the following form:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Professionals included in the main staff | | | | |
| name, surname | the standard corresponding to the qualification requirements provided by labor resources | work experience /as defined by professional experience and work resources/ | | name of employer |
| period | the field of activity and the work performed |
| 1 | 2 | 3 | 4 | 5 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

The Participant is considered to satisfy the qualification criteria envisaged by this subarticle if the requested information is submitted.

4. Participants can participate in the prequalification procedure in joint operation activity (consortium).

In that case:

1. the prequalification bid also includes a contract of joint activity,
2. When evaluating the prequalification bid, the common qualification of all members of the joint activity contract, shall be taken into account (the qualification of each member of the contract of joint activity shall correspond with the qualification requirements set forth in this invitation by that member),
3. the participants shall bear joint and coherent liability,
4. The party (ies) of the joint activity contract cannot submit separate bid (s) to the same procedure,
5. If the consortium member leaves the consortium, the contract between the consortium and the client is concluded unilaterally and the consortium members shall be liable for the sanctions envisaged by the contract.

**III. FORM OF GETTING CLARIFICATION AND MAKING CHANGE TO AN ANNOUNCEMENT**

5. The Participant has the right to request from the Committee, at least five calendar day before the deadline of submission of the prequalification announcement, to clarify the prequalification announcement. The Committee shall provide the clarification to the participant who made the request the next working day of the date of receiving the request, but no later than at least 3 hours before the deadline for submission of the prequalification bids.

The participant shall submit the request referred to in this clause by sending an email to the Secretary of the Committee.

The request clarification is sent from the email address of the Secretary of the Committee defined by this invitation to an e-mail address of the participant from which the inquiry is received:

6. The announcement on the content of the inquiry and clarification shall be published in the bulletin on the day the clarification is provided without indicating the data of the participant.

7. An explanation shall not be provided if the request has been made in breach of the time limit set out in this section, as well as if the request is beyond the scope of this announcement. In addition, the participant shall be notified in writing of the reasons of not being provided with the clarification within one calendar day following the day the request was received.

8. Changes to this announcement may be made at least two calendar days before the deadline for submission of bids. On the first working day following the date of making change, the secretary of the Committee publishes the announcement of the change in the bulletin.

9. In case of changes in the prequalification announcement, the deadline for submitting prequalification bids shall be calculated from the date of publication of the announcement of modification in the bulletin.

**IV. THE PROCEDURE FOR SUBMISSION OF PRE-QUALIFICATION BID**

10. In order to participate in this procedure, the participant shall submit a bid to the committee.

11. The participant may submit the prequalification bid to the commission by:

1. electronic form by sending the secretary of the Committee to the e-mail stipulated by this announcement.
2. in paper form in a sealed, glued envelope. The following is mentioned on the envelope in the language of making prequalification bid.
3. **The name of the client and the place (address) for the bid submission.**
4. **Procedure code.**
5. **The words "Don’t open until the application opening".**
6. **Name, location and telephone number of the participant.**

12. Procedure bids must be submitted to the Commission no later than 4:00pm. on the 15th day following the date of publication of this notice in the Bulletin.

Prequalification applications in paper form must be submitted to the Commission before the deadline prescribed in this paragraph by the following address: RA Ministry of Economy,  M. 5 Mkrtchyan St., 4th floor, room 808, Yerevan 375010.

13. After receiving prequalification bids in paper form they are recorded in the register by the secretary of the Commmittee.

The applications are registered by the secretary in the register, in the sequence of their receipt, by specifying the registration number, date and time in the registry. By the request of the participant, a reference shall be given. Bids submitted after the submission deadline are not being registered in the registry and are returned by the secretary within two working days.

14. The Participant shall submit the following with the prequalification bid:

1. a written application for participating in the prequalification procedure approved by him in accordance with Appendix N 1,
2. an announcement confirming its compliance with the qualification criteria requirements set forth in this annoouncement, in accordance with Appendix 2, Appendix 3
3. a copy of the joint activity contract if the participants participate in this procedure in a joint activity (consortium).

15. If the Participant submits a prequalification bid:

1. In paper form, all documents included in the bid, besides the document provided for in subclause 3, clause 14 of this announcement, shall be presented in the original as well as three copies. The words "original" and "copy" are written on the package of documents. Instead of the original documents, copies of their notarized copies can be submitted.
2. In electronic form, scanned versions of original documents are submitted.

16. Prequalification bids, besides Armenian, it can also be submitted in English or Russian.

17. The envelope and the documents drawn up by the participant provided by this announcement shall be signed by the person who submitted it or his/her authorized representative (hereinafter “the Agent”). If an agent submits a prequalification bid, the application shall be accompanied by a document on his/her competence. In case of expediency the participant can submit the required information in other ways other than those proposed by this announcement, maintaining required requirements.

**V. OPENING, EVALUATION AND SUMMARIZING OF PREQUALIFICATION BID**

18. Opening, evaluating and summarizing the results of prequalification bids are held at the opening session of prequalification bids on the 17th day following the day this announcement is published in the bulletin (on 04-th of september of 2023) at 4:00 Pm , in 1, 5 M. Mkrtchyan, Yerevan.

Bid evaluation is carried out within three business days after the deadline for submission of bids.

19. At the session of opening and evaluation of prequalification bid:

1. the secretary of the committee shall provide information on the records in the register and transfer to the chairman of the committee the register of the bids, other documents that are an integral part of it, the registered and(or) electronically submitted bids.
2. After transferring the documents, referred to subclause 1 of this clause, to the chairman (chairman of the session), the Committee evaluates:
3. Compliance with the established order regarding the envelopes containing bids, and opens the corresponding evaluated bids.
4. The existence of the required (prescribed) documents in each envelope, and the compliance of the documents, as well as the documents submitted electronically, with the preconditions set forth in this announcement.

20. Bids that meet the conditions set out in this announcement are considered satisfactory. Otherwise, prequalification applications will be assessed as inadequate and rejected.

In case of non-compliance with the requirements of this announcement, during the prequalification bid opening of the session the Committee shall delay the session for one working day and the secretary of the committee informs the participant on the same day electronically, proposing to correct the non-compliance before the end of the suspension of the session. In addition, as mentioned in this clause:

1. The recorded inconsistencies are described and a detailed recommendation is provided.
2. The suggestion is sent to the participant’s e-mail indicated in the bid by the e-mail address of the secretary mentioned in this announcement.

21. If the participant corrects the recorded inconsistencies within the period specified in clause 20 of this announcement, his/her bid shall be assessed as inadequate and rejected. The Participant submits the corrected documents to the e-mail address specified in the bid by submitting to the e-mail address provided by this invitation.

22. A member of the Committee or a secretary cannot participate in the Committee's activities if during the opening of the prequalification bid session it turns out that the organization having been founded by them or having their share (share) or their related relative or parent (parent, spouse, child, brother, sister, as well as the parent, child, brother or sister of the spouse) or an organization having been founded or owned by that person (share) has submitted a bid for participation in the given procedure. If a condition provided by this clause exists, immediately after the opening of the prequalification bid, a committee member or secretary who has a conflict of interest with regard to this procedure shall recuse himself/herself from the procedure.

23. Minutes on the opening, evaluation and summary of the results are drawn up, and the list of prequalified participants is confirmed. The Secretary of the Committee on following working day of the end of the bid session does the following:

1) publishes the scanned versions of the original of the committee's statements on the absence of a conflict of interest signed by him/her or the members of the opening of the bids in the bulletin.

2) notifies the bidders that have not been evaluated in accordance with the conditions set out in this announcement about the grounds for rejecting the prequalification bids.

24The right to participate in the process of the open tender for the procurement of consulting services is given to the pre-qualified participants, who are provided with the invitation in electronic form together with the protocol prepared by the evaluation committee on the summary of the results of the pre-qualification procedure.

You can contact the secretary of the committee Miss Anna Gharibjanyan for more information on this announcement.

**The procedure is carried out in accordance with Article 15, Clause 6, Sub-Clause 1 of the RA Law "On Purchases".**

**Law "On Purchases".**

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*Client: RA Ministry of Economy*

**In case of possibility of different (dual) interpretation of materials published in Russian and English languages, the Armenian text is taken as the basis**

Annex N 1

to the announcement of pre-qualification procedure

of the open tender by code ՀՀ ԷՆ-ԲՄԾՁԲ-23/70

**Application**

**For participating in pre-qualification procedure**

informs that he/she is willing to participate to the

participant’s name

\_\_\_\_\_\_\_\_ lot (lots) of pre-qualification procedure of the open tender by code ՀՀ ԷՆ-ԲՄԾՁԲ-23/70

organized by the Ministry of economy of the Republic of Armenia and submits an bid in accordance with the requirements of the pre-qualification announcement.

-phone number is` .

participant’s name phone number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ participant’s name (title, name, surname of the head) signature

Performer

Annex N 2

to the announcement of pre-qualification procedure

of the open tender by code ՀՀ ԷՆ-ԲՄԾՁԲ-23/70

**ANNOUNCEMENT**

About compliance with the qualification criterion "compliance of professional activities with activities provided for by the contract

declares and certifies that to submit the application Participant name

provided the following services during the year and three years preceding it

|  |  |  |
| --- | --- | --- |
| Contracts duly executed during the year of submitting the pre-qualification application and the three years preceding it | | |
| s/n | subject | customer and contact details |
| date: .......... date | | |
| 1 |  |  |
| 2 |  |  |
| ... |  |  |
| date: .......... date | | |
| 1 |  |  |
| 2 |  |  |
| ... |  |  |
| date: .......... date | | |
| 1 |  |  |
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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ participant’s name (title, name, surname of the head) signature

Performer

Annex N 3

to the announcement of pre-qualification procedure

of the open tender by code ՀՀ ԷՆ-ԲՄԾՁԲ-23/70

**ANNOUNCEMENT**

**On compliance with the qualification criterions "Professional experience", financial means” and "labor resources".**

announces and certifies that the Participant shall have "Professional Experience",participant’s name

In order to substantiate its compliance with this requirement, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

participant’s name

by the bid submits copies of previously concluded contracts (contracts, agreements), and in order to evaluate the proper performance of these contracts (contracts, agreements), the act certifying the performance of the contract within the specified period of time (handover-acceptance protocol, etc.) approved by the parties to the given contract copy or written certification of the party accepting the execution of the given contract.

announces and certifies that the Participant shall have " **financial means** ", participant’s name

announces and certifies that meets the

participant’s name

requirements set for labor resources with the following qualifications for the performance of the contract.

with the bid, submits the written

participant’s name

consents of the specialists involved in the nominated staff to involve them in the work to be carried out, as well as copies of the specialists' passports and qualification documents, and resumes. Data on the nominated staff are presented in the following form:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Professionals included in the main staff** | | | | |
| name, surname | the criterion corresponding to the qualification requirements provided by labor resources | work experience /as defined by professional experience and work resources/ | | name of employer |
| period | the field of activity and the work performed |
| 1 | 2 | 3 | 4 | 5 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ participant’s name (title, name, surname of the head) signature

Performer