

UNIDO – Invitation to Bid – ITB no. 1100174437

APPENDIX 2 – QUALIFICATION REQUIREMENTS AND EVALUATION CRITERIA

For evaluating the bids UNIDO will be based on the following qualification requirements for bidders as the first stage and when qualified, evaluation criteria for the selection of the qualified best bidder as a second stage. The bidders must provide together with their bids all necessary supporting documentation as specified in the ITB documents in order to prove fulfillment of the ITB qualification requirements. Please note that bids without the stipulated ITB conditions and documents run the risk of being rejected.

A. QUALIFICATION REQUIREMENTS**1. Certificate of Incorporation**

The Bidder must be registered as a legal entity authorized to enter into contracts for provision of services/works and supply. As a proof, the Bidder should provide a certified copy of their Certificate of Incorporation or other documents setting forth the legal basis of the company.

2. Licenses /Authorizations

The Bidder must provide a copy of relevant licenses and/or authorizations where applicable enabling the company to perform the required services/work of the category of the services/work required under the ITB.

3. Recognized Quality Standards

The Bidder is to indicate if and which, recognized Quality Control System/Standards are applied to their activity/goods (i.e. ISO 9001, similar) and attach respective certificates.

4. Profitability

Profit Margin Ratio: profit/turnover should be positive and preferably in excess of 1%

5. Solvency Ratio

Solvency ratio: ratio of current assets/current liabilities should be positive and preferably of more than 1.

6. Turnover

The average annual turnover for the past 3 years should be approximately three times the amount of the proposed contract.

7. Years in Business

The Bidder shall demonstrate at least five (5) years of experience in the field of services/works as specified in the attached Technical Specifications of Work and Supply.

8. Experience fulfilling Contracts with Similar Requirement

The Bidder shall list references (within the past five years) of projects and previous experiences in successfully fulfilling contracts of a similar nature / size to the subject ITB.

9. Eligibility

Statement of Confirmation, incl. compliance with UNIDO Policy on Exclusion from Funding

The Bidder must comply with the statements listed in the Statement of Confirmation document provided on the last page of the Instructions for the Preparation and Submission of Proposals.

B. EVALUATION CRITERIA

The bids will be evaluated against the following evaluation criteria:

I. TECHNICAL

1. Full compliance with the Technical Specifications
Including but not limited to quantities, delivery terms and timeline, local representation in Mexico, language requirements etc.
2. After Sales Services including availability of spare parts as specified in the Technical Specifications.
3. Warranty
Standard manufacturer's warranty but not less than 12 months from the date of acceptance by the beneficiary.
4. Compliance with the proposed delivery of the Technical Specifications.

II. COMMERCIAL

1. Acquisition Cost

Total price/costs of the offer as well as individual costs per beneficiary as per Detailed Bid Sheets (Appendix 7) based on requirements indicated in the Technical Specifications (Appendix 1).

Note: Prices for equipment, parts and supplies shall be quoted DAP (INCOTERMS 2020) Mexico (addresses of the delivery sites as specified in the Technical Specifications).

2. Agreement to the UNIDO contractual terms and conditions

3. Agreement to UNIDO payment terms of 30 days after receipt of Invoice and acceptance of the good/services provided