

# INVITATION TO BID

## The Department of International Cooperation (D/ICO)

### Ministry of Commerce

#### Wishes to purchase:

#### Office Furniture for NTA, NTM, TTRI, D/IPR & NCAC

Ref: TDSP/2015/136

1. The Royal Government of Cambodia (RGC) has received financing in the amount of US\$ 15.45 million equivalent, from the Multi Donor Trust Fund (MDTF), contributed by the European Commission, DANIDA and UNIDO. The fund will be managed by the World Bank (WB) as "trustee" to support the "Trade Development Support Program (TDSP)" called the Project. The development objective of the Project is to support the Royal Government of Cambodia (RGC)'s strategy to promote Trade Sector Wide Approach (Trade SWAp) and it intends to apply part of the proceeds of this Grant No.: TF093573 to payments under the Contracts for Ref: TDSP/2015/136 for Supply and Installation of Office Furniture for NTA, NTM, TTRI, D/IPR & NCAC.
2. The goods in the table below are required to be supplied within **30 days** from date of contract signing.

Item No.	Description of Goods	Qty (Unit/Set)
1	Office Desk	43
2	Office Chair	43
3	Steel Filing Cabinet	6
4	Meeting chair	60
5	Folding Table	6
6	Half top Glass Cupboard	2
7	Filing Cabinet Glass Door	2
8	File Cabinet	2
9	Book Shelves	5
10	Conference Table	30
11	Student Table	10
12	Manager Chair	1
13	Manager Desk	1
14	Sofa	1
15	Cabinet with Top Glass and 6 Drawing Compartments	3

3. Interested qualified eligible suppliers are invited to obtain a copy of the bidding documents free-of-charge from the address given below by submitting a written application. Except for the submission of a written application, there shall be no other conditions for obtaining the bidding documents.
4. To be considered eligible and qualified a bidder must:
  - i) Have completed within the last 3 years at least one contract of a similar nature of at least 50% of the value of the bid.
  - ii) Have completed in the last 2 years, contracts with a total cumulative value of two times that bid.
  - iii) An authorized reseller/distributor statement/form is required to be submitted with the bid in the format provided in Section 5.
  - iv) Not be under any notice of disbarment issued by the Government, The Asian Development Bank or the World Bank.
5. Bids must be delivered to the address given below at or before **July 30, 2015 at 4:00pm**. Late bids will be rejected. Bids will be opened in public immediately thereafter at the address given below in the presence of the Bidders' representatives and the project's beneficiaries from the concerned local community who choose to attend shall be allowed to be present in person.
6. The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
7. All bids must be accompanied by a **Bid and Performance Securing Declaration** as described in the bidding documents. Any bid not accompanied by one will be rejected as non-compliant.
8. The address where the document may be inspected and obtained is:

*The Department of International Cooperation (DICO), 1<sup>st</sup> Floor, Ministry of Commerce, Lot 19-61, 113B Road (MOC Road), Russian Federation Blvd., Phum Toeuk Thla, Sangkat Toeuk Thla, Khan Sen Sok, Phnom Penh. Tel/Fax No: (855) 023 866 064*

*E-mail: [long.kemvichet@gmail.com](mailto:long.kemvichet@gmail.com) cc: [chhiengpich@gmail.com](mailto:chhiengpich@gmail.com), [sereyroath.ek@gmail.com](mailto:sereyroath.ek@gmail.com), [vannarithd@gmail.com](mailto:vannarithd@gmail.com), [kongsamphy@gmail.com](mailto:kongsamphy@gmail.com)*

9. In case of any difficulty in obtaining the bidding documents, interested parties may contact in writing Mr. CHHIENG Pich, Project Director, 1<sup>st</sup> Floor, Ministry of Commerce, Russian Federation Blvd., Phum Toeuk Thla, Sangkat Toeuk Thla, Khan Sen Sok, Phnom Penh. Tel/Fax No: (855) 023 866 074. E-mail: [chhieng\\_pich@hotmail.com](mailto:chhieng_pich@hotmail.com) and also send a copy of the communication to the Department of Public Procurement (DPP) in the Ministry of Finance, Street 92, Sangkat Wat Phnom, Khan Daun Penh, Phnom Penh.

10. The address for bid submission is:

*The Department of International Cooperation (DICO), 1<sup>st</sup> Floor, Ministry of Commerce, Lot 19-61, 113B Road (MOC Road), Russian Federation Blvd., Phum Toeuk Thla, Sangkat Toeuk Thla, Khan Sen Sok, Phnom Penh. Tel/Fax No: (855) 023 866 064*

11. The Government of Cambodia and / or the Development Partner will declare a firm ineligible either indefinitely or for a stated period of time, to be awarded a contract financed by the Government of Cambodia and/or the Development Partner respectively, if it at any time determines that the firm has engaged in corrupt or fraudulent, coercive or collusive practices in competing for or in executing a contract.
12. A complaint may be made by any party at any stage of the procurement process. The procedure is described in Instructions to Bid, Clause 21 of the Bidding Documents.