

Tender Specifications

Project n. 598790-EPP-1-2018-1-IT-EPPKA2-CBHE-SP

1. Aim of the document

The Tender specifications document describes what the beneficiary institutions intend to purchase. The description is comprehensive, clear and precise, but does not include any commercial brand. The rationale is that providing tenderers with the fullest possible information is the only way to avoid possible unequal treatment. Partners agreed to give visibility to the Call for tender on the Iraqi local market, as the most appropriate way to ensure cost-effectiveness and the capacity to deliver and install the equipment at the beneficiary institutions in a timely manner.

2. Object of the tender

This document represents a Call for tender for the supply of computers, printers and videoconferencing equipment (see Annex I), as part of the INSPIRE project, co-funded by the Erasmus+ Programme of the European Union. The Call for tender is in no way binding for the involved parties. The contractual obligation commences only upon signature of the contract between the partner in charge of the tendering procedure and the successful tenderer.

3. Disclaimer

This project is funded with the support of the European Commission. This document reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

4. About INsPIRE

The project aims at reinforcing institutional capacity of HEIs in strategic planning, as a prerequisite for them to compete in a global setting. Moreover, the project aims to enhance the relevance and quality of the higher education system through the revitalization of academic life and scientific research. In this respect, European partners could provide methodological techniques and best practices to support the development of HEIs strategic plan. Acknowledging the specifics of the local context, the European partners' support will help the Iraqi institutions to define their own priorities.

The project is consistent with EU strategy in supporting Iraq rebuilding of public institutions through capacity building. Indeed, efforts to strengthen and support the Iraqi academic institutions, particularly the universities and research centers – once among the best in the region – are also essential for the improvement of the governance of the country.

Unfortunately, Higher Education is one of the sectors that experienced serious destruction of infrastructure since 2003. The rehabilitation of the Iraqi higher education system, already damaged by almost two decades of under-investment and isolation, is hampered by insufficient infrastructure and limited capacity in terms of planning, policy and management of higher education programmes. The gap between the educational opportunities offered by Iraqi universities and the requirements for sustainable economic development is widening.

The overarching goal of INsPIRE is to support, through the cooperation of European institutions, the rebuilding, modernisation, and internationalization of the governance system of higher education institutions (HEIs) in Iraq with a specific focus on planning and programming systems. Due to the recent crisis and political economic situation, the current higher education system requires a strong intervention to face the weakness of the existing governance system. To institutionalize good governance practices in Iraqi HEIs, which also means enforcing institutional values such as autonomy, accountability, participation, and internationalization, as well as implementing well-structured management systems, will contribute to the development of Iraqi HIEs helping them to meet the international standards.



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The aim of the project is to support HEIs in Iraq in order to make them capable of establishing a modern governance framework through the adoption of innovative practices.

More specifically, it seeks to:

- Enhance good governance, management and accountability practices in the HEIs
- Establish a clear governance framework, including well-defined and clear mission and goals through the definition and implementation of action plans
- Strengthen the capacity of HEIs to develop their own specific strategies and to implement them effectively and efficiently by means of programming systems
- Strengthen the international relations management within the HEIs
- Improve the participation in strategic planning and development activities of non-university actors and non-state actors

5. INsPIRE Partners

European Partners:

- University of Siena, Italy (coordinator)
- UNIMED- Mediterranean Universities Union, Italy
- University of Bologna, Italy
- University of Evora, Portugal
- Istanbul Aydin University, Turkey

Iraqi Partners:

- University of Mosul, Iraq
- University of Baghdad, Iraq
- University of Basrah, Iraq
- Al-Furat Al-Awsat Technical University, Iraq
- Sumer University, Iraq
- Al-Qasim Green University, Iraq





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- University of Basrah Oil and Gas, Iraq
- Al Karkh University for Science, Iraq
- Southern Technical University, Iraq
- Wasit University, Iraq
- Ministry of Higher Education and Scientific Research, Iraq

6. Equipment beneficiaries

- University of Mosul, Iraq
- University of Baghdad, Iraq
- University of Basrah, Iraq
- Al-Furat Al-Awsat Technical University, Iraq
- Sumer University, Iraq
- Al-Qasim Green University, Iraq
- University of Basrah Oil and Gas, Iraq
- Al Karkh University for Science, Iraq
- Southern Technical University, Iraq
- Wasit University, Iraq

7. Partner in charge of the purchase procedure

Due to the impossibility - at the current stage - for Iraqi Partners to receive external funds, including those for the implementation of the INsPIRE project, it has been agreed that the equipment budget is managed centrally by Partner 2, UNIMED - Mediterranean Universities Union. UNIMED, on behalf of the project Consortium and specifically the equipment beneficiaries, is in charge of the purchase procedure and the launch of the tendering process. Therefore, the contract with the selected supplier will be signed with UNIMED and UNIMED will be in charge of the payments.





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8. Currency of the tender

Applicants shall submit their offer with prices in EUR. Payments will also be made in EUR.

9. Language of the tender

All the documents related to the submitted offer shall be in English.

10. Submission of the tenders: means and deadline

Offers should be submitted **no later than 30-08-2022** by email to **uni-med@pec.it**.

Applications sent after the deadline will not be considered. Applicants are allowed to integrate / modify their offer within the deadline.

11. Documents to be submitted by the applicants

Applicants must provide the following documents:

- a) Profile of the company
- b) Main contact's name, phone number, email and address
- c) Detailed financial offer, with quantities, unit prices and total price [excluding VAT].
Delivery and installment charges must be included.
- d) Technical specifications of the equipment (for minimum requirements see Annex I)
- e) Self-declaration (Annex II)

Additional documents such as instructions, operating manuals, warranty certificates, are required with the delivery of equipment.

Please ensure that all documents are sent in .pdf format and the **financial offer is duly signed**. Please indicate in the offer, as well as in the object of the email, the below reference: "INSPIRE - Call for tender - Equipment for Local and International consultation Units - Project n. 598790-EPP-1-2018-1-IT-EPPKA2-CBHE-SP"



12. Equipment delivery time and locations

The provider will be in charge of the delivery and installment of the equipment. The delivery and installment period may not exceed **30 days** from the date of the purchase order with the selected provider. Equipment items will be delivered and installed at the premises of the 10 Iraqi beneficiary universities. The full address and contact details for each university will be provided after the signature of the contract.

13. Value of the contract

The total amount of the offer shall not exceed 50.000 EUR, excluding VAT.

14. Evaluation and award of the tender

The evaluation process is based on the following principles:

- Equal treatment.
- Non-discrimination.
- Confidentiality.
- Transparency.

Exclusion criteria. Tenderers are excluded from participation if:

- they have submitted an incomplete offer
- they have submitted an offer that is not compliant with the Tender specifications
- the financial offer is higher than the value of the contract
- the offer is submitted after the set deadline

Evaluation criteria.

- compliance with the Tender Specification requirements;
- clarity of the offer;
- technical and professional capacity to perform the contract.

Award criteria: The award method will be the "*best value for money*" meaning that the winning tender is the one offering the best quality/price ratio.

15. Evaluation Committee

An Evaluation Committee, formed by one representative for each beneficiary institution, plus at least one representative of UNIMED and one representative of the MOHESR, will perform the evaluation of the offers and award the contract. The meeting of the Evaluation Committee will be held online, and the evaluation process will be considered valid with the participation of at least **7/10** members of the beneficiary institutions.

16. Notification of results

UNIMED will communicate the evaluation results to the tenderers by email, using the contact details provided in the application.

17. Cancellation of the contract

UNIMED reserves the right of withdrawing from the contract if the provider does not comply with the equipment delivery and installation timing (set in the paragraph 12 of the current document). In case of cancellation of the contract, the provider is obliged to return any down payment to UNIMED.



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Annex I - Quantities and Technical Specifications

Item ref.n.	Description	Unit	Quantity
1	Laptop: Minimum Core i5, 8 GB RAM, 500 GB Hardisk, 15.6" monitor	Unit	50
2	Printer: Multi-function LaserJet Pro Printer	Unit	20
3	Video Conference equipment including (at least): Projector Screen Stereo speakers Red Laser Pointer: Wireless Receiver, PPT Presenter	Unit	10





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Annex II

Self-declaration

[to be sent on the company's headed paper]

I, the undersigned, _____, legal representative of company's name, hereby certify that our company providing the service:

- is not bankrupt or wound up, does not have its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, or is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- is not convicted of an offense concerning the professional conduct by a judgment which has the force of res judicata;
- is not guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- has fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the national legal provisions;
- has not been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the Communities' financial interests.

Name and Surname of the legal representative:

Function:

Date:

Signature and stamp:

