# Invitation to tender: Technical equipment for rent and technical assistance in Farm to Fork Academy project’s events| Deadline: September 13, 2024

CONTRACT NOTICE

1. Procedure: Simplified tender procedure

2. Contract title: “Service contract for the provision of provision of Technical assistance and technical equipments for the Albanian Network for Rural Development (ANRD)”

3. Financed from: European Commission

4. Contracting Authority: Albanian Network for Rural Development (ANRD).

5. Location: Albania

6. Eligibility: Participation in tendering is open on equal terms to duly registered local legal entities exercising this kind of activity

Subject: Invitation to tender for the provision of technical equipment and technical services for the Albanian Network for Rural Development (ANRD) in the frame of the project “Farm to Fork Academy for Green Western Balkans – Our shared European future” financially supported from the European Commission.

This is an invitation to tender for the above-mentioned service contract.

ANRD is seeking a locally qualified service provider to conclude a service contract for technical equipment and technical assistance services in the trainings and events organized in the frame of the Farm to Fork Academy project. The successful tenderer shall provide full, prompt, and accurate assistance following the principle of cost effectiveness. A detailed description in regard is provided in the Terms of Reference

The Albanian Network for Rural Development (ANRD) is a national CSO network in the domain of rural development, registered as a membership organization. Since its establishment by 14 founding organizations, ANRD membership has sustainably expanded territorially and thematically. As of April 2023, there are 35 full-fledged member organizations that are active and visible in various rural development themes and different geographical areas of the country.

Tenders must be submitted in English exclusively to the contracting authority **Albanian Network for Rural Development (ANRD)** within the given deadline September 13th, 2024 and be sent to the following e-mail address [info@anrd.al](mailto:info@anrd.al) address in hard copies in a closed and sealed envelope, with subject “Tender for the provision of Technical Equipments and Technical Assistance for the Albanian Network for Rural Development (ANRD)” in the address Rr Qemal Stafa, Pazari i ri, pallati n74, kati 2. Tiranë.

All tenders submitted after the above given deadline shall be rejected.

By submitting a tender, the tenderer accepts to receive notification of the outcome of the procedure by electronic means.

**Provisional commencement of the framework contract:**September 20, 2024

**Tender submission address: e-mail:** [info@anrd.al](mailto:info@anrd.al) **or** Rrjeti Shqiptar për Zhvillimin Rural, Rr. Qemal Stafa, Pazari i ri, pallati n74, kati 2. Tiranë, Shqipëri

**Deadline for the tender submission:** September 13, 2024.

**Choice of selected tenderer / Award Criteria:** The sole award criterion will be the lowest price for the financial offer.

**Duration of the framework contract:** One year with the possibility of extension

**All the tenderers must fulfill the following criteria:**

1. Minimum of 2 years of experience in the field of technical service provider.
2. Registered entity.

**The tender dossier must include the following documentation:**

1. Certificate of registration/incorporation (NIPT)
2. The QKB extract issued by the National Registration Center (Ekstrakti ne QKB)
3. Tenderer’s statement (Annex 1), signed and stamped.
4. Supplier Code of Conduct ANNEX 3, signed and stamped.
5. Financial Offer (ANEKSI 2)

**TERMS OF CONTRACT**

1. Duration of the framework contract: One year with the possibility of extension.
2. Failure of the selected tenderer to comply with this requirement and/or availability may constitute grounds for annulling the award decision. In this event, the contracting authority may decide to award the contract to the second-best tenderer or cancel the tender procedure.
3. Payments under the call off orders will be executed within 30 days upon receipt and confirmation of the invoice.

**Instructions to tender**

**Terms of reference.**

**Annex 1. Tender Instruction**

**Annex 2. Financial offer Form**

**Annex 3. Code of Conduct and statement Form (to be Signed and Stamped)**

**Thank you for your offer!**