

## Questions & Answers

### **pertaining to the call for expressions of interest to form a shortlist of suppliers for the procurement of agricultural inputs in Syria and neighbouring countries**

**Reference:** S1\_06\_2025 – **Date:** 21/05/2025

N°	QUESTION	ANSWER
1	The principle of contracting for quantities of fertilizers according to CIHEAM Bari needs: is it possible to submit purchase bids within a week? Or every week? Because inputs' prices fluctuate from time to time, is there a specific deadline that the merchant must adhere to, for submitting a tender application?	Anytime CIHEAM Bari intends to procure items as per Article 6 of the Contract Notice, a request for quotation will be sent to at least three shortlisted suppliers, specifying the exact quantity, quality, delivery time, and any other relevant details for the specific batch, including possibly a deadline for submitting a bid. Only when a supplier is invited to a call-off contract, he/she can submit his/her offer reporting the current price of the inputs requested. If the supplier is selected, CIHEAM Bari will buy the input needed according to the price stated in the financial offer.
2	The table in the Declaration of Honor: does a "yes" or "no" answer mean that the supplier agrees to the exclusions if they occur, or does the question mean that the merchant himself acknowledges that he is actually bankrupt or not currently bankrupt?	The tables in the Declaration of Honour specify the particular cases that lead to the exclusion of the company if, for example, it is bankrupt, is guilty of fraud, corruption or other misconduct, conflict of interest etc. YES or NO are, therefore, self-declarations and statements that must reflect the current and past situation of the company. By filling in the form, the supplier acknowledges his/her business situation and must be aware that if his/her company is in one of the situations listed may lead to exclusion from the tender.

3	<p>Within the supply contract notification file, as part of the contract award criteria, it states that at least three suppliers will be invited. Therefore, if there are more than 10 accepted suppliers, does this paragraph mean that CIHEAM Bari will only accept at least three of them? Or is it obligated to accept all three, for example, regarding fertilizer? And how will it choose the three if this is the case? On the same page, it states that CIHEAM Bari will accept or reject all contracts and accept those that are in its best interest. Does the phrase "in CIHEAM Bari best interest" means in terms of price and quality?</p>	<p>This call aims to have a shortlist of suppliers that can provide agricultural inputs according to the needs of CIHEAM Bari projects in Syria. Once the call is closed, all applications will be evaluated. Evaluation consists of verifying economic and financial capacity, professional capacity and technical capacity of the tenderer according to criteria detailed in the Contract Notice and to the answers given in the Annex I_Tender form. During this phase, the price of the items are not requested, so they are not taken into account. Then, a shortlist of suppliers that can provide CIHEAM Bari with the items requested will be made and used for up to four years. Each time CIHEAM Bari intends to procure items (which might be on frequent basis), a request for quotation will be sent to <b>at least three shortlisted applicants</b>, specifying the exact quantity, quality, delivery time, and any other relevant details for the specific batch. The suppliers invited to a specific call-off are requested to submit a financial offer. These offers will be evaluated. For each call-off CIHEAM Bari will choose the best price-quality offer taking into account also technical capacity of the supplier. Hereafter, each time a specific contract will be prepared and signed only with the supplier who, for that call-off, has presented the most convenient offer.</p> <p>So, CIHEAM Bari reserves the right to accept or reject any or all applications, and to accept the applications deemed to be in its best interest. It means that different aspects of the trader are examined and it is ensured that the trader is eligible, complies with the stated selection criteria and is not in a situation that could harm CIHEAM Bari. Three is the minimum number of suppliers that can be invited to submit their best offer. The choice of suppliers is made according to criteria detailed in the Contract Notice (financial, technical and professional capacity) and to the best price-quality criteria.</p>
4	<p>Within the supply contract file - heading (Specific Contracts) under the Payment Terms section - Sequence No. 3 - What does it mean that negotiations will be conducted with one or more shortlisted bidders to obtain improved offers?</p>	<p>It means that CIHEAM Bari, if it receives unsatisfactory offers, can negotiate with shortlisted bidders by inviting them to submit a better offer according to the terms detailed in the Request for Offer, for example: price, delivery time, quantity, etc.</p>

5	Within the points and notes, the objective section, what does it mean that framework agreements will be granted to multiple suppliers to ensure flexibility and enhance competitiveness?	This call aims to have a shortlist of suppliers that can provide agricultural inputs according to the needs of CIHEAM Bari projects in Syria. For this reason, CIHEAM Bari opens the procurement to many suppliers, not to specific vendors. This allows wide participation, which enhances local market. This method prevents dependency on a single source, diversifying suppliers, fostering a healthy competitive environment and improving both pricing and service quality.
6	Bank account: as a result of the circumstances that Syria has gone through, many people have not relied on a bank account and the movement of banks. Therefore, is it essential having a bank account, particularly because some may be able to open an account now or in the future?	Syrian local suppliers who do not have a bank account are not excluded <i>a priori</i> from the call. CIHEAM Bari is aware of the bank current circumstances in Syria so, as you can see from the Annex I_Tender form, paragraph 3 ECONOMIC AND FINANCIAL CAPACITY, page 2, the supplier can express its preferred payment method by ticking the square. In addition, the Syrian suppliers without a bank account must follow the instructions of the “Guidelines” concerning the submission of the Annex II_Financial Identification which is compulsory even if there is no bank account.
7	Company License in Northeast Syria: our company is officially licensed in Northeast Syria. We would like to know if such licensing is acceptable under your eligibility requirements.	Company legally registered in Northeast Syria are eligible. Please, remind to provide all company details in the Annex III_ Legal Entity Form and to submit it at the time of the application.
8	In Annex III (Legal Entity Form) there is a table listing the registration field names by country. However, there is no entry listed for Syria. We would appreciate your guidance on how to fill out this section in the case of a company registered in Syria or specifically in Northeast Syria.	The list of “ISO Code” in Annex III refers specifically to companies registered in the European Union and it is a standard template form. As you can see, non-EU countries as Syria are not reported in the table, which does not represent a problem in the framework of this call. The applicants just need to fill in all the company legal details on page 1, reporting for example the registration number (e.g. Company registration number in Syria). This Annex III is part of the application and needs to be submitted as part of the required application documents.