



Terms of References

For company for procurement of wheat seed

P9408, "Organizational development of NFF and improved market linkages for the small farmers and producers from rural areas aiming at increased income"

I. Background

The National Federation of Farmers represents the largest network of farmers and farmer's organizations in the country. It has inherited all the institutional memory and experience from the Federation of Farmers of RM. It unites the effort of 43 local farmers' organizations and cooperatives, representing the voice of more than 3.000 members and cooperating with almost all key players in the agriculture and agribusiness sector.

The National Farmers Federation has expanded its scope of action. This means that besides farmers, agricultural associations, and agricultural cooperatives, the organization will continue to strengthen and support vulnerable categories in rural areas, greater support for young people and women, and their direct involvement in the development of agriculture through decision-making and active action.

In addition to agriculture, one of the organization's main focuses is rural development, ie dealing with the problems and challenges that the rural population faces, such as poverty and limited approaches of the rural population to health services, education, information law, and decision-making power.

The main pillar of action is lobbying to define the problems from the field and by joint work and analysis will be presented in front of the competent institutions for finding a common solution, which is in the interest of the farmers and the welfare of our entire country.

The focus of the National Farmers' Organization, which will continue to function under the slogan "Together for success" and the logo that symbolizes the labour and production of our farmers, is solving the biggest problems, which is placement and quality production. The mission of the rebranded organization is the ORGANIZED FARMER LEADER IN THE AGRICULTURAL AND RURAL DEVELOPMENT OF THE REPUBLIC OF MACEDONIA. The vision to which we strive is - PROFITABLE AGRICULTURE - STABLE VILLAGE.

As of May 2021, NFF implements the project "Organizational development of NFF and improved market linkages for the small farmers and producers from rural areas aiming at increased income" that is supported by Sida and We Effect.

The expected outcomes of the project are the following:

Outcome 1: Rural enterprises, small farmers/producers, grow and provide more income and employment opportunities for the people from the rural area, women, and youth in particular. The focus here will facilitate access to the market for actors that empower rural women and youth. Currently, market linkages for sales of products are broken for small farmers/producers, leading to low income of the rural target group, pushing them into poverty.

Outcome 2: Increased organizational capacities and financial sustainability of NFF. As a membership-based organization, NFF represents the interests of farmers and the rural population in the country. It has developed a paid membership system with a set of free services to which only members are eligible. In the last few years as a result of the previous Institutional



Development to NFF Project, the organization has improved its internal organization, management, introduced procedures, book of rules, book of conduct and other administrative and management tools that improved the performance and the impact of our work. The focus here is the organizational development and financial sustainability as crucial to continue with the lobby and advocacy activities and develop new services to provide new sources of income.

II. Objective of the procurement

The main objective is procurement of certified wheat seed material for the needs of implementation of project activities within Intervention: *Increase access to market for wheat producers through planned contract based production* part of Project “Organizational development of NFF and improved market linkages for the small farmers and producers from rural areas aiming at increased income” supported by Swedish development organization We effect and Swedish international Development Cooperation Agency.

The procured wheat seed material will be distributed through intervention partner to the final beneficiaries in cooperation with National federation of farmers (NFF).

The specific deliverables include:

- 1) Purchase of 45 metric tonnes of certified wheat seed material for 160 ha with the following characteristics:
 - a) Wheat seed material that is adaptable to the specific soils in the Mazhichisthe region, Prilep including fluvial soils, colluvial soils, and holomorphic soils. The soils are with low physical and water characteristics, and low mechanic structure.
 - b) The wheat seed material should satisfy the minimum characteristics of:
 - i) Protein content above 12%
 - ii) Hectolitres above 80 kg/HL
 - iii) Sedimentation above 40%
 - iv) Quality group B1, A1, A2
 - c) The wheat seed material should be approved by the Committee for seed and seedling material at MAFWE
- 2) Transport and distribution of the certified wheat seed material to the area of Mazhuchishte region, Prilep

Expected time for delivery of the procured wheat seeds:

- The selected company/supplier will be able to deliver the wheat seeds within maximum 14 (fourteen) calendar days from the day of signing the contract

Schedule of milestones and means of measurement/verification of their completion

Month	Milestone	Means of verification
September 16 th , 2022	Selection of company for procurement of wheat seed	Signed contract with selected supplier
September 30 th , 2022	Delivered wheat seed to beneficiaries-wheat producers from village Mazuciste, Prilep	Proforma Invoice, Invoice, Delivery note



Project activity: 4.2.1.1 Intervention area 2- Increase access to market for wheat producers through planned contract based production

Budget line: 4.2.1.1.1 Procurement of the certified wheat seed for the beneficiaries

Expected duration of the contract

The selected supplier/company will deliver the procured items within maximum 14 (fourteen) calendar days from the day of signing the contract.

The payment will be conducted in two installments 30% advance payment upon signing of the contract with the selected supplier and 70% payment, 1 day upon delivery of certified wheat seeds.

Coordination & reporting

The company/supplier will communicate directly to Organizational Development Coordinator from NFF for the on-time delivery of the procured items.

III. Qualification requirements

Mandatory technical criteria:

- Minimum 5 years of professional experience in sales in agricultural sector
- Portfolio –list of completion of 5 similar or identical procurements related to the subject of the procurement
- If the wheat is imported in the country the company should state in the application that the company is licensed importer or distributor of seed materials in the country
- Minimum turn-over of 6.000.000 MKD in 2021

Advantages:

Additional preference will be given to companies if they have quality certificate for the wheat seed

IV. Application procedure:

Companies for this ToR should submit the following documents:

- **Up to date company portfolio** (indicating sales of wheat seed to their clients)
- **Financial offer.** The offer should be expressed in MKD with included VAT and other national taxes. The price should be expressed per ton and in total. If financial offer is expressed in other currency, the applicable exchange rate to MKD should be indicated.
- **Technical offer.** The offer should indicate the characteristics of the offered wheat seed material referring the requirements in this Tender. Catalogue / or brochure from the offered machines will be considered as advantage.
- **Current status of the company issued from the Central register of RNM**, not older than 6 months
- **Annual Financial Report for 2021 as submitted to CRM indicating the turn-over**
- **Signed Declaration of relationships** (The declaration can be downloaded from the NFF web page Public call published)



Documents/offers to be submitted on email nff@nff.org.mk and vidanka.martinovska@nff.org.mk no later than 9th September (Friday) 2022.

V. Evaluation of the offers:

Offers with incomplete documentation and/or offers received after the deadline will not be taken into consideration.

The offers will be evaluated on the following criteria:

Best value for money principle will be taken into account by using a weighted scoring method to evaluate the combination of characteristics of the offered wheat seed material in accordance with the requirements in this tender (60%) and financial offer/proposal (40%)

VI. Terms of payment

Payment will be made in two instalments.

30% advance payment upon signing of the contract with the selected supplier and 70% payment, 1 day upon delivery of certified wheat seeds

Once all deliverables are submitted by the engaged supplier as indicated in Section IV-Coordination and approved by the Project Manager-Organizational development coordinator, the payment of the remaining 70% from total amount will be made.

VII. Declaration of relationships

The supplier shall describe if their organization/employees have any business or personal relationships with closely associated party from NFF and We Effect, its Regional Office in Skopje, its governing bodies and employees or with similar bodies/persons of the Client.

Closely associated party (persons, physical or legal) as per We Effect's definition is considered person who has the possibility to exert control over, or significant influence on, the other person when it comes to financial and operative decision-making concerning an activity. The purpose of the Declaration is to disclose such information which makes the application and evaluation process more transparent and supports the bids in its relevance according to conditions on the open market.