



Government of the Republic of Northern Macedonia

Agency for Financial Support in Agriculture and Rural Development

Pursuant to Article 9 (1) (b) of the Law on Ratification of the Sectoral Agreement between the Government of the Republic of Macedonia and the European Commission establishing provisions for the management and implementation of Union financial assistance to the Republic of Macedonia under the Instrument for Pre-Accession Assistance in the field of "Agriculture and Rural Development" (IPARD) ("Official Gazette of the Republic of Macedonia" No. 38/2016), based on Part II Measure Investments in tangible assets for processing of agricultural and fishery products item 11 of P the program for the use of the funds from the Instrument for Pre-Accession Assistance for Rural Development of the European Union (IPARD) for the period 2014-2020 ("Official Gazette of the Republic of Macedonia" No. 177/2016), and based on Article 6 of the Regulation on the manner and the procedure for using financial support for rural development measures financed by the IPARD Program 2014-2020 ("Official Gazette of the Republic of Macedonia" No. 64/2016) and Article 4 of the Decree amending the Decree on the manner and procedure of using financial support for rural health measures funding funded by the IPARD Program 2014-2020 ("Official Gazette of the Republic of Northern Macedonia no. 58 of 19.03.2019)

Agency for Financial Support in Agriculture and Rural Development

I posted on December 28, 2019

PUBLIC CALL No.02 / 2019

for Submission of Applications for Measure 3 Means "Fixed Capital Investment in Processing and Marketing of Agricultural and Fishery Products" by

The IPARD Program 2014-2020

PART I

1. The Agency for Financial Support of Agriculture and Rural Development (hereinafter: the Agency) as the competent institution and contracting authority for the implementation of the EU Instrument for Pre-Accession Assistance for Rural Development (IPARD) calls on all legal entities from the Republic of Northern Macedonia to: submit requests for use of funds from the IPARD Program 2014-2020 for the following measure:

Measure 3 - Investment in fixed assets for processing and marketing of agricultural and fishery products.

2. The financial support for this Public Call is made up of 75% of the funds provided by the Instrument for Pre-Accession Assistance for Rural Development of the European Union (IPARD) under the Financial Agreement 2014-2020 and 25% of the funds provided by the Budget of the Republic of Northern Macedonia.

3. Financial resources on an individual request shall be awarded as a grant (grant) in the amount of:

3.1. 50% of the value of the total eligible costs of investments for measure 3 - Investment in fixed assets for processing and marketing of agricultural and fishery products

4. The deadline for submitting applications is 11 February 2020

5. The total financial support under this call is 13,352,375.68 euros or 821,375,395 39 denars.

6. Download templates and tutorials:

Required Templates from the "Application for Measure 3 Measure" of the IPARD Program 2014-2020 as well as the "Guidelines for Measure 3 Users" of the IPARD Program 2014-2020 containing all information on the eligibility criteria, eligibility requirements projects and financing conditions and other information necessary to prepare an application for use of the IPARD Program 2014-2020, Guidelines for Business Plan Development, and other useful information in electronic version can be downloaded at the AGE web site [tion: www.ipardpa.gov.mk](http://www.ipardpa.gov.mk).

Printed forms for application for measure 3 of the IPARD Program 2014-2020 and Guidelines for beneficiaries of measure 3 of the IPARD Program 2014-2020 can be obtained directly at the Agency at: Agency for Financial Support of Agriculture and Rural development, Blvd. 3 rd Macedonian Brigade 20, (Macedonia Tabak Block C), 1000 Skopje and the nearest regional centers or work units of the Agency for Promotion of

Agriculture every working day from 8:30 to 16:30. (The list of regional centers or work units of the Agency for Stimulation of Agriculture with contact details is published at www.ipardpa.gov.mk).

1. Manner of submitting the application:

The Applicant should complete and submit a Request for Use of the IPARD Program 2014-2020 for Measure 3 - Investment in Fixed Assets for Processing and Marketing of Agricultural and Fishery Products and Supporting Documentation as stated in this Public Call.

The completed application for use of funds under measure 3 of the IPARD Program 2014-2020 and all documentation shall be submitted in a sealed envelope with an indication on the front of the envelope in the upper left corner "DO NOT OPEN" for IPARD number 02/2019 and indication of the measure for which the request is made. The request may be mailed as a registered consignment or in person to the Agency's archive.

Note: In order to carry out on-site control by the Agency, the applicant is required to have copies of all documentation submitted to the Agency.

Detailed contact information (02) 3097-460 or by email at: ipardpa.info@ipardpa.gov.mk and on the web site: www.ipardpa.gov.mk.

PART II

INVESTMENTS IN BASIC AGRICULTURAL AND FISHERY PRODUCTS

1. Priority sectors

Priority sector investment groups relate to the following types of investments:

" milk and dairy products;

" Meat and meat products (including eggs and poultry);

" Fruits and vegetables (including potatoes, mushrooms and leguminous crops);

" Cereals, mill products and starches;

Производи Plant products and oils and fats from animals;

" Jira, wine and vinegar;

Енергија Energy production through processing plants and animal products from primary and secondary biomass, excluding biomass from fishery products.

2. Users

" Legal entities registered in the Central Registry of the Republic of Northern Macedonia and listed as micro, small and medium-sized enterprises in accordance with the criteria set out in Commission Recommendation 2003/361 / EC. The calculation of the size of the entity shall take into account all partner and affiliated undertakings with the applicant, and the calculation of the size of the entity shall be carried out in accordance with the methodology of the above EC Recommendation. The necessary data on the basis of which the size of the legal entity can be determined are obtained from the document "REVIEW OF THE ANNUAL ACCOUNTING DATA" issued by the Central Registry of the Republic of Northern Macedonia. A valid document that can determine the size of a legal entity for a particular advertisement is that relating to the previous approved financial year. The size of the entities shall also include data from the Central Securities Depository of the Republic of Northern Macedonia on shares of the applicant's joint

stock companies and all of the applicant's registered owners. In determining the size of the entity, related entities outside of the entity shall also be taken into account. Republic of Northern Macedonia.

Enterprise Size Criteria

Company Rank Number of Employees Annual Income (Turnover) Balance Sheet

Micro <10 ≤ € 2 million 2 € 2 million

Retail <50 € 10 million € 10 million

Average <250 € 50 million € 43 million

- Enterprises not covered by the definition of small and medium-sized enterprises (SMEs) but employing less than 750 employees and having an annual turnover not exceeding EUR 200 million may also be eligible, but in this case the support may be awarded for investments intended to bring the whole enterprise in line with relevant EU standards. The size of the users is estimated by the Agency.
- Дрpy Cooperatives that are registered in the Central Register of the Republic of Northern Macedonia in accordance with the Law on Cooperatives and primarily deal with agricultural activity, processing of agricultural products and / or services directly related to agricultural activities.
- Bo Newly established companies will be evaluated on the basis of expected size as proposed in the business plan.
- 1. General criteria for allocation of funds
- "The applicant should submit a "Request for Use of Measure 3 of the IPARD II Program", together with all necessary documents
- The applicant should be registered in the Central Registry as a legal entity or agricultural cooperative
- Applicants for agricultural cooperatives should be registered in the Register of Agricultural Cooperatives of the Ministry of Agriculture, Forestry and Water Economy
- All beneficiaries should be registered with the Food and Veterinary Agency as food operators or registered for changes caused by the investments concerned in accordance with the Food Safety Act at the end of the investment.
- Investments should be made on property owned by the applicant. In the case of investment projects carried out on a property not owned by the claimant, a contract or other accompanying document must

be submitted to prove the right to use the investment affected property for a period of at least 7 years from the date of application for support.

- Финанси The applicant for financial support should be registered in the national VAT system in accordance with the Law on Value Added Tax.
- Prior to submitting the payment request, at least one responsible person of the legal entity representing the enterprise is a full-time employee of the legal entity or engaged under a contract for a period not shorter than the duration of the financial support contract under this Program .
- The beneficiary is obliged to meet the relevant EU standards related to the realization of the investment before submitting the payment request.
- The applicant proposing investments in the wine sector should be registered in the register of wine producers before submitting the payment request.
- The applicant proposing an investment in a center for the collection and distribution of vegetables and fruits, cereals and milk should be registered in the register of buyers before submitting the payment request.
- Assistance may be granted to beneficiaries whose investment projects provide financial / economic sustainability. Economic and financial sustainability will be assessed on the basis of a business plan. The applicant should demonstrate the possibility of continuity of operation during at least five years of realization of the investment. The investment project will be evaluated based on the following economic indicators:
 - Фикува Modified internal ROI that should be greater than 0,
 - Net present value that should be greater than 0, and
 - Return on investment that should be less than 10 years.

1. Amount of funding

- **Total financial support (75% EU funds + 25% national co-financing) will not exceed the limit of 50% of the total eligible investment costs.**
- **Financial support for the measure Investment in fixed assets for processing and marketing of agricultural and fishery products may be increased by 10% for:**
- **" Investment in buildings / equipment intended to improve energy efficiency (eg use of building material that reduces heat loss);**

- " Investment in buildings / equipment for bioenergy production in the case of products processing (raw material) covered by Annex 1 of the EU Treaty (primary and secondary biomass processing from animals and plants);
- " Investment in buildings / equipment for the production of energy from other renewable energy sources to produce quantities equal to their own electricity needs for the processing plants;
- " Investment for buildings / equipment for water treatment / wastewater treatment.
- To receive support under this measure, the total eligible costs for the proposed investment project should be at least EUR 10,000 in MKD counter value.
- The highest value of the total eligible costs per beneficiary for the whole period of implementation of this program amounts to EUR 4,500,000 in MKD counter value.
- A beneficiary may submit an investment project with total eligible costs that exceed the maximum limits for the investment project, but the support required may not exceed the limits of the maximum eligible costs set for this measure.
- 2. List of required documents
- Pursuant to the Law Amending the Law Establishing the Agency for Financial Support of Agriculture and Rural Development (Official Gazette of the Republic of Northern Macedonia No. 190/2019) all the documentation below listed in this Public Call should be submitted at the moment submitting the application for financial support, otherwise the application will be rejected.
- The following documents that are attached to the request for use of funds under measure 3 of the IPARD Program 2014-2020 should be original or notarized copy, unless otherwise specified besides the document itself. If the documentation is in another language it should be accompanied by a translation into Macedonian certified by a certified translator. Documents issued on the basis of public records or an established system of records shall not be older than three months from the date of publication of the public notice, with the exception of documents confirming the fulfillment of tax and contribution obligations which should not be older than one month from the date of publication of the public notice.

- a. FULLY FILLED REQUEST FOR MEASUREMENT INVESTMENTS IN
MAIN PROCESSING AND MARKETING PRODUCTS OF
AGRICULTURAL AND FISHERY PRODUCTS
2. COPY OF PERSONAL CARD OR PASSAGE FROM RESPONSIBLE PERSON
3. Proof that the applicant is registered in the VAT system

4. EVIDENCE THAT THE CLAIM IS NOT IN PROCEDURE
5. PROVIDING THAT THE REQUESTER IS NOT IN LIQUIDATION PROCEDURE
6. PROVIDING THAT NO EXTRAORDINARY SANCTION IS PROHIBITED PROHIBITION PROHIBITION, ACTIVITY OR DURATION AND TEMPORARY PROHIBITION PROHIBITION
7. A COPY OF SHAREHOLDER BOOK IN CASE WHEN THE CLAIM IS A LEGAL PERSON REGISTERED AS A SHAREHOLDER COMPANY
8. SIGNED SUMMARY STATEMENT OF THE LEGAL ENTITY-BARATEL SUBMITTED WITH THE FOLLOWING DATA:

PROOF OF OWNERSHIP STRUCTURE OF RELATED ENTERPRISES AND PARTNERSHIP WITH THE APPLICANT registered outside the borders of the Republic of Northern Macedonia issued by the relevant institutions in the country concerned

- document containing data on the number of employees, annual revenue and annual balance sheet of linked and partner enterprises with applicants who are registered outside the borders of the Republic of Northern Macedonia. THE DATA SHOULD BE RECEIVED FROM THE LAST APPROVED FISCAL YEAR.
 - CERTIFICATES FOR SHARES IN THE APPLICANT'S SHAREHOLDER COMPANIES AND ALL REGISTERED OWNERSHIP OF THE APPLICANT ISSUED BY A CENTRAL DEPARTMENT
9. CERTIFICATE OF PAYMENT TAXES AND CONTRIBUTIONS
 10. SOLUTION TO ADOPTION OF PROPERTY ACTIVITY PROVIDED BY THE FOOD AND VETERINARY AGENCY
 11. PROPERTY LIST FOR BUILDING, AND / OR LAND
 12. BUILDING CONTRACT FOR BUILDING AND / OR LAND
 13. TERRITORIAL CONCESSION AGREEMENT
 14. Proof of Regularly Settled Obligations under the Credit Agreement in Case the Bank Has Pledged a Pledge of Assets, Recorded Soon, Relevantly.
 15. Decision on the grant ELABORATE ON ENVIRONMENTAL OR DECISION APPROVED ELABORATE ON ENVIRONMENTAL PROTECTION TO APPROVED ACTION PLAN OR A or B integrated environmental permits or approvals APPLICATION FOR A or B integrated environmental permit or request ON THE PUBLICATION OF THE SOLUTION FOR AN APPROVED LABORATORY FOR ENVIRONMENTAL PROTECTION
 16. BUSINESS PLAN WITH SEAL AND SIGNATURE
 17. ONE OFFER BID BY THE CONTRACTOR FOR EVERY ITEM / GROUP OF ITEMS LESS THAN 10,000 EUR INCLUDED WITH TECHNICAL SPECIFICATION
 18. ISSUED three quotes from different suppliers for each item / group of items with excess of EUR 10,000 TOGETHER WITH TECHNICAL SPECIFICATIONS AND DECLARATION OF COUNTRY OF ORIGIN FOR EACH ITEM / GROUP OF ITEMS

19. COPIES OF BUILDING LICENSES FOR THE RELEVANT CATEGORY OF CONSTRUCTION FOR EVERY BIDDER
20. A DOCUMENT COPY THAT WILL CONTAIN DATA ON THE PROPERTY STRUCTURE FOR ALL FOREIGN PROVIDERS
21. COPY OF SHAREHOLDER BOOK FOR ALL BIDDERS REGISTERED AS A SHAREHOLDER COMPANY - COPY
22. REPORT BY THE PRESIDENT EXPLAINING THE REASONS FOR SELECTION OF THE CONTACT BID IN CASE WHEN THE BID IS NOT OF THE MOST IMPORTANT PRICE
23. CONTRACT OR GENERAL COST BILL
24. ONE OFFER BID BY THE CONTRACTOR FOR EVERY ITEM / GROUP OF GENERAL COST COSTS LESS THAN 10,000 EUR
25. THREE BIDS PROVIDED BY DIFFERENT ASSOCIATES FOR EACH ITEM / GROUP OF ITEMS OF GENERAL COSTS OF MORE THAN 10,000 EUR
26. APPROVAL FOR:

CONSTRUCTION OF A NEW BUILDING

- RECONSTRUCTION OF EXISTING BUILDINGS
 - ADAPTATION TO EXISTING BUILDING
 - CONSTRUCTION OF EXISTING BUILDING
 - UPGRADE OF EXISTING BUILDING
 - ESTABLISHING EQUIPMENT FOR PRODUCTION OF ENERGY FROM RENEWABLE ENERGY SOURCES
27. STATEMENT BY THE REQUEST THAT THE RELEVANT APPROVAL WILL BE SUBMITTED BY THE DAY OF ADOPTION OF THE SOLUTION APPLICATION SOLUTION APPLICATION FORM or
CERTIFICATE FROM THE RELEVANT INSTITUTION THAT PROPOSED INVESTMENT IS NOT NECESSARY FOR BUILDING APPROVAL
 28. SOLUTION TO CHANGE OR INVESTOR STATEMENT BY THE APPLICANT THAT THE RELEVANT DECISION TO BE SUBMITTED TO THE DAY OF ADOPTION OF SOLUTION FOR APPROVAL request for financial support but no longer than 1 year from the date of application
 29. COPIES OR ELECTRONIC FORMS (CDs) OF THE BASIC TECHNICAL DRAWINGS AND A DECISION - CALCULATION OF REVISED TECHNICAL DOCUMENTATION
 30. CONSTRUCTION OF A NEW BUILDING
 - RECONSTRUCTION OF EXISTING BUILDINGS
 - ADAPTATION TO EXISTING BUILDING
 - CONSTRUCTION OF EXISTING BUILDING

- UPGRADE OF EXISTING BUILDING
 - CONDUCTED SITUATION
31. TEMPORARY SITUATION / CONDITION FOR ALL CONSTRUCTION CONSTRUCTION WORKS

The Agency reserves the right to request additional documentation to prove eligibility for the IPARD Financial Support Program eligibility criteria. The Agency also has the right to request additional documents for the applicant from other Institutions proving that the Program has met the appropriate criteria.

PART III BEFORE THE AGENCY

The procedure of the Agency from the receipt of the Requirements to the conclusion of the Contract for use of funds consists of:

1. Checking the completeness of the attached documents according to the required documents by types of investments:
 - Whether the requirement for Measure 3 “Investment in fixed assets processing and marketing of agricultural and fishery products” is fully completed and whether all documentation referred to in this call for proposals under the priority sectors is attached;
 - An incomplete application for financial support is a Request that does not contain all the documentation at the time of submission.
 - Whether the documents enclosed with the application are original or a notarized copy (unless otherwise stated in the document itself)
2. The appropriateness of the application for funds shall be checked in order to determine:
 - Whether the submitted documents prove compliance with the eligibility criteria and conditions for the proposed investment activities;
 - Whether the proposed investment is economically and financially viable and viable, which is checked by analyzing the parameters contained in the attached business plan;
 - Whether the proposed investment for which financial support is requested is not funded by other public sources of funding (Budget of the Republic of Northern Macedonia and international donors);
 - Whether the prices of the proposed investment activities are within market prices by analyzing the reference prices for the respective activities.

Assistance may be granted to beneficiaries whose investment projects provide financial / economic sustainability. Economic and financial sustainability will be assessed on the basis of a business plan. The business plan applicant should demonstrate the possibility of continuity of operation during at least five years of realization of the investment. The investment project will be evaluated based on the following economic indicators:

- Modified internal rate ROI that should be greater than 0,
- Net present value that should be greater than 0, and
- Return on investment that should be less than 10 years

In order to establish the authenticity of the technical parameters, economic and financial data, the Agency shall have the right to request additional documents and information as a basis for making a decision.

The verification of the authenticity of the data contained in the Request for use of funds is performed by authorized persons of the Agency with on-site control.

Ranking is performed on all complete and appropriate asset utilization requirements according to the attached rankings by individual measures.

Financial support will be granted for all complete and appropriate requirements for use of funds within the measure available on the basis of administrative and on-site control.

Incomplete, inappropriate as well as requests for use of funds that have a lower number of points than the available measure will be rejected by the Decision.

The Applicant who has been approved for use of funds shall sign an Agreement within 30 days from the date of receiving the IPARD Program 2014-2020 Fund Approval Decision.

Applicants must not commence the realization of the investment prior to the signing of a Contract for the use of funds with the Agency, with the exception of activities related to overheads (business plan preparation, feasibility study, architects, project documentation).

Upon completion of the investment, the applicant is obliged to submit to the Agency a request for payment within the deadline stipulated in the Contract for use of funds..

Payment request is a unified form that end users receive when signing a financial support contract. Payment requests will also be available for download at the Agency's premises and from the website.

Payment requests are submitted according to the time limit given in the contract. The Beneficiary is obliged to complete the payment request manually or electronically and to indicate the invoices / pro-invoices that he / she submits to the Agency, specifying the measure and type of investment he / she submits.

The review of the financial documentation is carried out exclusively on the originals or notarized copies and in the event that original documents are submitted during the payment approval procedure, the Agency is obliged to send them to the final beneficiary. They will be sealed with the Agency seal to avoid further double funding.

If the documents accompanying the payment request are submitted after the deadline, the request will be rejected and the agreed amount of financial support will not be paid.

If changes are made to the payment request, ie non-contracted activities are procured, and no contract annex request is made, the same request will not be paid, or will be partially paid depending on the effect that occurred the change will have an effect on the total investment subject to the contract.

If the beneficiary does not comply with the contract provisions relating to the term of the investment realization, it should be borne in mind that all activities incurred prior to the signing of the contract (except actual overheads) will not be part of the financial support. All activities procured before the deadline, ie before signing the contract will not be subject to investment. Also, all activities purchased and paid off after the realization of the investment or the deadline for submitting the payment request will not be subject to financial support.

After administrative verification that the payment request is complete and appropriate, the matter will be inspected on-site by authorized agents of the Agency who aim to verify the realization of the investment in full and in accordance with the contract. Following the on-the-spot check, a report will be drawn up detailing the actual on-site situation. It should be signed by the controllers and the user himself or the person authorized by the user. In case of a note of control, the user has the right to indicate it in the report.

After the control has been carried out, if it is found that the investment has been fully realized and in accordance with the contract, the payment approval procedure shall continue. If the investment realization process is not fully complied with and in accordance with the agreement, the procedure for rejecting the payment request is continued.

Once the payment has been approved, the Agency shall issue a payment approval decision. If the payment request is rejected, the Agency shall issue a refusal decision.

The decision shall inform the final beneficiary of the amount approved or refused. The applicant who signs the contract with the Agency shall be obliged not to alienate, lease or loan the investment subject to change of the purpose and location of the same for the duration of the contracts ie 5 years from the last payment of the funds.

On-the-spot control and supervision of the contract is carried out by authorized persons from the relevant institutions of the Republic of Northern Macedonia and the European Union..