



**The Government of the Republic of North Macedonia -
Agency for Financial Support of the Agriculture and Rural Development**

On the basis of Annex A Clause bb paragraph 1 point b from the Law on ratification of the Framework Agreement for financial partnership signed by and between the Commission of the European Communities and the Republic of North Macedonia represented by the Government of the Republic of Macedonia on stipulating the specific procedures for implementation of the EU financial assistance to the Republic of North Macedonia under the Instrument for Pre-Accession Assistance IPA 3 (Official Gazette of Republic of North Macedonia no.235/22) and on the basis of the IPARD Programme 2021-2027 and article 6 from the Decree on the manner and the procedure for allocation of financial assistance for rural development measures funded under the IPARD Programme 2021-2027 (Official Gazette of RM no.88/23)

The Agency for Financial Support of the Agriculture and the Rural Development

on 12 February 2025 hereby announces

Call for Applications No. 01/2025

for submitting applications for allocation under the IPARD Program 2021-2027

1. The Agency for Financial Support of the Agriculture and Rural Development (hereinafter: The Agency) as a relevant institution and contracting authority for implementation of the EU Instrument for Pre-Accession Assistance for Rural Development (IPARD) invites all interested natural and legal parties from the Republic of North Macedonia to submit the applications for allocation of funds from the IPARD Programme 2021-2027 for the following measures:

1. Investments in physical assets of agriculture holdings

2. The financial support for this Public Call is comprised of 75% funds provided by the European Union Instrument for Pre-Accession Assistance for Rural Development (IPARD) according to the IPARD Programme 2021-2027 and 25% funds from the Budget of the Republic of North Macedonia
3. **The Financial resources per single application** shall be awarded as a non-refundable financial support (grant) in the amount of :
 - 3.1. 60% of the value of the total eligible expenditures for investments under Measure Investments in physical assets of agriculture holdings. The percentage shall be increased up to 65% for investments in agriculture holdings in mountainous areas according to the List of mountainous areas and 70% for investments in agriculture holdings proposed by young farmers (natural persons at age between 18 and 40 years on the date of submitting the application for financial support).

The maximum cumulative/combined level of aid **must not exceed 75%**.

4. **The deadline for submitting applications is 29 March 2025**

The total financial support under this Call for Measure 1 "Investment in physical assets of agriculture holdings" is 7.415.335 euros or 456.154.330,88 MKD.

The euro exchange rate for this Call is 61.515 MKD denars.

5. Forms and instructions:

The required forms of the "Application for allocation of funds from Measure 1 – **Investments in physical assets of agriculture holdings**" and the "Guidelines for Beneficiaries from Measure 1 **Investments in physical assets of agriculture holdings**" which comprises all information on the criteria, eligibility requirements for the projects and the funding conditions as well as any other information necessary for preparing the Application for allocation of funds under the IPARD Program 2021-2027, the Guidelines for drafting the Business Plan/Technical Project Proposal and other useful information in electronic form can be downloaded from the Agency's web address: www.ipardpa.gov.mk.

6. Submitting the application:

The Applicant shall fill out and submit Application for allocation of funds from the IPARD Programme 2021-2027 for the individual measure, Business Plan developed according to the Guidelines for drafting Business Plan or Technical Project Proposal and supporting documents as specified in this Public Call and supporting documentation as specified in this Public Call.

The completed application for allocation of funds from the IPARD Programme 2021-2027 along with the Business Plan and the overall documentation shall be submitted in a sealed envelope. The front of the envelope, in the upper left corner, should have an indication "DO NOT OPEN", for Public Call IPARD Programme 2021-2027 number 01/2025 and indication of the measure for which the application is sent. The application can be sent via registered mail or in person to the Archive of the Agency.

Note: For the purpose of performing the on-the-spot controls by the Agency, the applicant should have copies of the overall documentation submitted to the Agency.

More detail contact information can be obtained at: telephone (02) 3097-460, 070/229-434 (Sector for Project Approval), 070/229-328 (Sector for Authorization of Payments) or the email address: ipardpa.info@ipardpa.gov.mk and the website: www.ipardpa.gov.mk.

PART II

INVESTMENTS IN PHYSICAL ASSETS OF AGRICULTURE HOLDINGS

1. The Financial Support for Measure 1 “**Investments in physical assets of agriculture holdings**” is for adequate investments referring to priority sectors: crop sector, livestock sector, fisheries, on-farm processing and direct marketing of own agriculture production, production of energy from renewable resources for self-consumption.

2. Type of Investment

1. **Crop sector:** (i) cereals, (ii) industrial and fodder crops, (v) vineyards (only wine varieties), (vi) other Annex I crops not supported under Measure 7
2. **Livestock sector:** (i) bovines (of which for: dairy, fattening), (ii) pigs (of which for: reproduction, fattening), (iii) sheep and goats (of which for: dairy, fattening), (iv) poultry (of which for: laying hens, chicken kept for meat production - broilers), (v) other Annex I livestock not supported under Measure 7
3. **Fishery:** aquaculture farms for freshwater fish;
4. **On-farm processing and direct marketing of own agriculture production:** (i) Milk and dairy products, (ii) Eggs, meat and meat products; (iii) Fruits and vegetables including potatoes, and leguminous crops; (vi) Grape must, grape juice, wine;
5. **Production of energy from renewable resources for self-consumption,** through processing of plant and animal products from primary and secondary biomass for production of biogas and/or biofuels, use of solar energy, windmills, geo-thermal energy etc.

3. Beneficiaries

- I. **Agriculture holdings** registered in the Farm Register in MAFWE (hereinafter referred to as FR) as a family agriculture holding represented by natural person or individual agriculture producer or as agriculture holding represented by legal person.

- **Agricultural holding** – Beneficiary proposing investments in crop production as well as all production capacities (production plan) of the agriculture holding should be registered in the Farm Register before applying for support.
- **Agricultural holding** – Beneficiary proposing investments in livestock production should be registered in the Farm Register and the Animal Identification Register before applying for support.
- **Agricultural holding** – Beneficiary proposing investments in agriculture products and marketing should be registered as a food operator in the Agency for Food and Veterinary in compliance with the Law on Food Safety before applying for support.

I.1 The family agriculture holding is represented by natural person which is a member of the family holding. The natural person is authorized by all other members of the family holding to represent and manage the holding before the competent authorities. The authorized representative and the other members of

the holding must reside at the same address, listed as seat of the holding, irrespective of the location of the agricultural property (land and buildings).

I.2 Individual agricultural producer is a natural person who deals with agriculture for its own purposes as owner of the agricultural property or person who has the right to use the agricultural property obtained through legal agreement with its owner and is registered in the Register of Individual Farmers within the Ministry of Agriculture, Forestry and Water Management or as an Individual Agricultural Producer in the Pension and Disability Insurance Fund. The individual agricultural producer is registered as a family farm in the FR.

I.3 Agriculture holding represented by legal entity must be registered in the Central Registry in accordance with the Company Law of the Republic of Macedonia.

The Agricultural holdings represented by legal entity with capital owned by a public authority/ies or by the state over 25%, are not eligible beneficiaries under this measure.

- II. **Cooperative** registered in the Central Registry which primarily deals with agricultural activity, processing of agricultural products and/or services directly related to agricultural activities.
- III. Associative legal entities (for collective investments) controlled by agriculture producers are recognized as such under the Law. The following types of associative legal entities can apply and can use the support under this measure:
- Cooperative
 - Producer groups and producer organizations recognized as such in accordance with the Law on Agriculture and Rural Development and registered in the Register of Producer Groups and/or the Register of Producer Organizations administered by MAFWE,
 - Private company with primary activity in agriculture or processing of agricultural products founded by authorized representatives of a family agricultural holding registered in the Farm Register and
 - Private company with primary activity in agriculture or agricultural processing founded by an association of agricultural producers

The minimum number of agricultural producers engaged under any of the above entities is at least 10.

- IV. Legal entities registered in the Central Register in the rank of micro, small and medium-sized enterprises provided they meet the criteria established in Recommendation 2003/361/EC (the same can be downloaded from the website of the Agency www.ipardpa.gov.mk), which are summarized in the following table:

Type of enterprise	Number employees	Annual revenue (turnover)	Balance sheet
Small	<50	≤ € 10 millions	≤ € 10 million
Micro	< 10	≤ € 2 millions	≤ € 2 millions
Medium	<250	≤€ 50 million	≤€ 43 million

Note: According to the methodology for calculating the size of an entity from the mentioned recommendation, the partner and associated entities of the Beneficiary are taken into account. When determining the size of the entities, the data from the Central Securities Depository of the Republic of North Macedonia for shares in joint stock companies of the beneficiary and all registered owners of the beneficiary are also taken into account. When determining the size of the entity, into account are also taken related entities outside the Republic of North Macedonia. Start-ups will be evaluated based on expected size as proposed in the technical project proposal/business plan.

The necessary data on the basis of which the size of the legal entity can be determined is obtained from the document "**OVERVIEW OF DATA FROM THE ANNUAL ACCOUNT**" issued by the Central Registry of the Republic of North Macedonia.

For the public call 01/2023 for determining the size of the beneficiaries, shall be used data from the "OVERVIEW OF DATA FROM THE ANNUAL ACCOUNT FOR 2023, 2022 and 2021" will be used.

4. Eligibility Criteria

All applicants applying for crop-related investments shall at the time of application present the existence of arable land registered in the Land Parcel Identification System (LPIS) complying to the minimum size, depending on the type of crop production subject the investments as listed in the table below;

All applicants applying for livestock production investments must demonstrate the minimum number of livestock units (LUs) registered in the Animal Identification Register, administered by the Food and Veterinary Agency (FVA) before submitting a claim for payment complying to the minimum size depending on livestock production subject to investment as listed in the table below;

PRODUCTION CAPACITY OF THE APPLICANT

PRIORITY SECTOR		Minimum production capacities registered in the FR
CROPS	Investments in vines, cereals, industrial and fodder crops	1 ha
LIVESTOCK	Investments in bovine; and/or	10 LU
	Investments in sheep and/or goats; and/or	10 LU
	Investments in pig breeding; and/or	8 LU
	Investments in poultry breeding (with the exception of ducks, geese, turkeys, grouse, ostriches and emus and guinea fowl)	10 LU

*** The Livestock units are calculated in accordance with Annex No. 11 of the IPARD PROGRAM 2021-2027.**

Beneficiaries with less agricultural land than the minimum thresholds mentioned above with the intention of starting crop production are also entitled to apply and benefit from the support if the minimum threshold (mentioned above) depending on the type of crop production is reached at the end of the investment and is recorded in the Farm Register before submitting the final claim

for payment. In the event of failure to meet this criterion prior to submission of the final claim for payment will make them ineligible for support.

The beneficiary must prove ownership of land/building for which the investment refers or use right for minimum 7 years from the date of submission of the application.

The Beneficiaries, in addition to having to demonstrate the existence of agricultural land registered in the Farm Register need to prove ownership or use right to the land with a title attached to the application as well as a lease agreement with duration of minimum 7 years from the date of submitting the application. The lease agreement, the duration and the area to which the agreement applies must be registered in the title.

The Beneficiaries are obliged to register all changes in the production capacities in the Farm Register and in the Land Parcel Identification System and/or Animal Identification Register, in particular those changes that result from the investment made prior to submitting the final claim for payment.

Responsible person in the legal entity or agricultural cooperative/ holder of the holding:

- has to prove that he/she has completed a minimum secondary education or higher education by presenting a diploma/certificate or;
- Must have minimum 3 years of experience in agricultural production, processing or agricultural related services (certificate of professional work experience or evidence for Beneficiary of the National Programs for support of the agriculture and the rural development or other acceptable written evidence) .
- Certificate that at least one of the managers representing the legal entity before the Agency has full-time employment in the legal entity or is hired under a contract with a duration not shorter than the duration of the Agreement for financial support signed with the Agency.

The sole proprietors and the individual agricultural producers (registered in accordance with the law for carrying out agricultural activity) must be permanently employed.

In case of new investments this condition must be met before submitting the final claim for payment.

The proposed investment must present a low risk of inefficiency for the public funding, i.e., that the Beneficiary has the opportunity to realize the investment without financial support from the Program. Investments/projects will be excluded from support through a special procedure that includes:

Targeting users by size: (if the average of the net profit of the last three years since the publication of the public call is less than 75% of the total eligible expenditures of the investment, the risk of inefficiency of public financing is estimated to be low). Furthermore, the risk for public funding is considered high if the average number of employees over the last 3 years (calculated according to the 2003/361/EC entity size recommendation) is between 150 and 250.

Prioritizing economically unattractive type of investments (for environmental protection, climate change adaptation, etc.);

Prioritizing investments in territories with a lower index of regional development.

For the purpose of efficient allocation of financial resources, through an appropriate Methodology established by the Agency will be performed an assessment of the need for co-financing the beneficiaries through the Program.

This criterion is not applicable for investments with total eligible costs of less than 100,000 euros.

Investments in purchase of machinery/tractor:

Procurement of agricultural machinery - a tractor should be in accordance with the parameters listed in the table "Maximum eligible power of tractors", i.e., the power of the proposed tractor for procurement should correspond to the registered production capacity of the agricultural holding.

Upper limit for tractor power by sector and size/capacity

TRACTOR POWER CAPACITY BY SECTOR AND SIZE/PRODUCTION CAPACITY		
TYPE OF AGRICULTURAL PRODUCTION	SIZE (ha)	CAPACITY LIMIT (kw)
Vineyard (wine varieties)	1-10	60
	10-50	80
	over 50*	100
Cereal and industrial crops	1-10	80
	10-50	110
	over 50*	150
TYPE OF LIVESTOCK PRODUCTION	SIZE (LU) (Livestock units)	Upper power limit (kW)
Bovine for fattening and dairy cows	10-20	60
	20-50	80
	over 50	100
Pigs	8-100	60
	100-500	80
	over 500	100
Sheep/Goats	10-50	80
	over 50	100
Poultry	10-140	60
	140-1400	80
	over 1400	100

Note:

- One Beneficiary can purchase one tractor

- (*) One Beneficiary can purchase one or two tractors with a maximum total specified size of KW

- Eligible for purchase are tractors that meet EU standards related to environmental protection, especially in relation to the limits of emissions of gases and polluting particles (Regulation (EU) No. 167/2013), i.e. the first environmental category, which covers vehicles with emission level of exhaust gases EURO 5 according to the Law on Vehicles ("Official Gazette of the Republic of Macedonia" no. 140/08, 53/11, 123/12, 153/12, 70/13, 164/13, 138 /14, 154/15, 192/15, 39/16 and "Official Gazette of the Republic of North Macedonia" No. 161/19 and 87/23).

In case the Beneficiary has previously used EU support for a tractor, the applicant cannot additionally apply for investment in a tractor within the IPARD Program 2021-2027. This restriction does not apply to agricultural cooperatives and associated legal entities.

4. Aid intensity

The minimum value of total eligible expenditures for the proposed investment for this measure must not be lower than 20.000 euros in MKD denars without VAT.

The maximum amount of financial support per beneficiary for this measure is 1.500.000 EUR in MKD denars without VAT for the entire implementation period of the IPARD Program.

The maximum financial support that can be allocated to newly established legal entities (a legal entity that has not submitted an annual tax report for the last fiscal year preceding the year of the public call) under this measure is 100,000 euros in MKD Denars.

The total public expenditures that can be allocated to an individual project under this measure is 750,000 euros in MKD denars.

The total public expenditure (75% of EU funds + 25% national co-financing) **is 60%** of the total eligible expenditures of the investments.

This co-financing percentage shall be increased up to:

- 65% for investments in agricultural holdings in mountain areas (according to the List of mountainous regions)
- 70% for investments in agricultural holdings proposed by young farmers (natural persons aged 18 to 40 on the date of submission of the application for financial support) and/or agriculture holdings certified as organic for the relevant investment

The co-financing percentage shall be increased by 10 percentage points for the part of the investment that relates to:

- Investments in manure management systems (treatment, further use etc.),
- Investments in buildings/equipment for production of energy from renewable energy sources for self-consumption;
- Investments in buildings/equipment for waste water/sewerage treatment; and
- Investments in facilities/equipment for bio-energy production in case of processing of products (raw materials) covered by Annex I of the EU Treaty (processing of animal or plant primary and secondary biomass)
- Collective investments - extra aid support under this measure is applicable to fruit and vegetable sector, wine sector, milk, dairy and meat sector as well as to collective investments for quality products with prospects to be registered as products with designation of origin and/or geographical indication

The maximum cumulative/combined level of aid should not exceed 75%.

Note: The increase of the percentage of financial support by 10 percentage points applies only to the part of the investment for which the support is increased, not to the fully proposed investment.

1. List of required documents

The bellow-listed documents submitted as supporting to the application for allocation of funds under the IPARD Program (2021-2027) should be original or notarized, unless otherwise specified in the document. 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.

Number	Document
1.	COMPLETELY FILLED OUT APPLICATION SUPPORTED WITH COPY OF VALID IDENTIFICATION CARD OR PASSPORT FROM THE RESPONSIBLE PERSON FROM THE APPLICANT
2.	<input type="checkbox"/> PROOF OF COMPLETED EDUCATION (Min. High School Education) OF THE APPLICANT-NATURAL PERSON OR RESPONSIBLE PERSON IN THE LEGAL ENTITY OR COOPERATIVE, OR <input type="checkbox"/> TRAINING CERTIFICATE RELEVANT FOR THE INVESETMENT, OR <input type="checkbox"/> PROOF FOR MINIMUM 3 YEARS OF EXPERIENCE IN AGRICULTURAL PRODUCTION, PROCESSING OR SERVICES RELATED TO AGRICULTURE
3.	Copy of Shareholder's book <i>(This document should be submitted in case the Beneficiary is Jointstock Company)</i>
4.	SIGNED STATEMENT WITH INFORMATION FOR THE SIZE OF THE BENEFICIARY (MICRO, SMALL AND MEDIUM ENTERPRISE) SUPPORTED WITH: <input type="checkbox"/> Proof of ownership structure of affiliated and partner legal entities registered outside the Republic of North Macedonia issued by a relevant institution of the resident country <input type="checkbox"/> Document containing data on the number of employees, annual turnover and total annual balance sheet of foreign affiliated and partner enterprises of the beneficiary. The data should be taken from the last approved annual account <input type="checkbox"/> Confirmation of shareholder data of the beneficiary and all registered owners of the beneficiary issued by the Central Securities Depository of the Republic of North Macedonia.
5.	<input type="checkbox"/> PROOF/CONFIRMATION THAT AT LEAST ONE RESPONSIBLE PERSON IS IN A REGULAR EMPLOYMENT RELATIONSHIP WITHIN THE LEGAL ENTITY ISSUED BY THE EMPLOYMENT AGENCY OF RSM, OR <input type="checkbox"/> PROOF THAT AT LEAST ONE RESPONSIBLE PERSON IS EMPLOYED UNDER A CONTRACT WITH A DURATION OF NOT LESS THAN 5 YEARS FROM THE DATE OF SUBMISSION OF THE APPLICATION <i>(The confirmation is mandatory in the case where the beneficiary has a registered company, and in the case of a new investment, the criterion must be met before submitting the payment request). A new investment is understood to be an investment proposed by a newly registered company that has not yet submitted an annual tax return or an existing company that proposes an investment in a completely new activity, for example: the company deals primarily with the production of non-food products and proposes an investment in the establishment of fruit plantations. (Proof that the responsible person is in regular employment is mandatory for beneficiaries: IZ registered in accordance with the law on performing agricultural activities, legal entities and cooperatives).</i>

6.	<p>PROOF OF PAID OBLIGATIONS ON THE BASIS OF TAXES, PENSIONS AND DISABILITY INSURANCE AND HEALTH INSURANCE</p> <p><i>note: Issued by the Public Revenue Office.</i></p>
7.	<p>PROOF THAT THE APPLICANT IS NOT UNDER A BANKRUPTCY PROCEEDING</p> <p><i>Note: Issued by the Central Register.</i></p> <p><i>This document is not mandatory for individuals and Individual Farmers (regardless of the form of registration)</i></p>
8.	<p>PROOF THAT THE APPLICANT IS NOT UNDER LIQUIDATION PROCEEDINGS</p> <p><i>Note: Issued by the Central Register</i></p> <p><i>This document is not mandatory for individuals and Individual Farmers (regardless of the form of registration)</i></p>
9.	PROOF THAT AGAINST THE APPLICANT THERE IS NO INJUNCTION FOR PURSUING A CAREER
10.	PROOF THAT THE APPLICANT IS NOT UNDER CRIMINAL CHARGES, ISSUED BY THE CRIMINAL RECORDS ISSUED BY THE FIRST INSTANCE CRIMINAL COURT
11.	<p>PROPERTY TITLE FOR BUILDING NAD /OR LAND</p> <p><i>Note: In case of Lease Contract for the land subject to investment, it should be included in the Property title</i></p> <p>ACCOMPANIED WITH (IF APPLICABLE):</p> <p>Evidence of regularly settled obligations under a loan agreement in the event that the bank has established a lien on the property, registered in the relevant property register, subject to investment.</p>
12.	<p>BUILDING AND /OR LAND LEASE CONTRACT <i>These documents are mandatory only if the land/facility, subject to investment, is not owned by the user, i.e. is leased/under concession, unless the lease agreement is entered in the property deed.</i></p>
13.	<p>PERMIT/AGREEMENT FOR USE OF WATER FOR IRRIGATION OF CADASTRAL PARCELS SUBJECT TO THE INVESTMENT</p> <p>Note: ISSUED BY THE WATER MANAGEMENT AUTHORITY OR THE MEPP</p> <p>This document should be submitted in case of investment in irrigation systems</p>
14.	<p>PROOF OF PAID OBLIGATIONS FOR THE USE OF WATER FOR IRRIGATION FOR THE CADASTRAL PARCEL THAT ARE THE SUBJECT OF INVESTMENT Note: this document is mandatory in case of investment in irrigation systems</p>
15.	<p>DECISION OR SUBMITTED APPLICATION FOR ISSUANCE OF:</p> <ul style="list-style-type: none"> <input type="checkbox"/> DECISION FOR APPROVED ENVIRONMENTAL PROTECTION STUDY OR <input type="checkbox"/> A INTEGRATED ENVIRONMENTAL PERMIT OR <input type="checkbox"/> B INTEGRATED ENVIRONMENTAL PERMIT OR <input type="checkbox"/> CONFIRMATION THAT THERE IS NO NEED TO UPGRADE THE EXISTING ENVIRONMENTAL PERMIT INCLUDING THE PROPOSED INVESTMENT OR <input type="checkbox"/> CONFIRMATION THAT THE USER IS NOT REQUIRED TO HOLD A DECISION FOR APPROVED ENVIRONMENTAL PROTECTION STUDY OR A OR B INTEGRATED ENVIRONMENTAL PERMIT <p>Note:</p> <ul style="list-style-type: none"> • The document refers to the entire agricultural holding, not only the planned one investment • The document is issued by the local government or the Ministry of Environment and Spatial Planning; • The document applies to beneficiaries who propose investments in the production of milk, meat, eggs, post-harvest activities, processing of agricultural products on the agricultural holding or beneficiaries who have registered farms for the production of freshwater fish. <p>Example: The investment is in agricultural machinery in the crop sector, but the agricultural holding also has a registered animal farm. In this case, one of the above-mentioned documents is mandatory.</p>

16.	TWO OFFERS ISSUED BY INDEPENDENT SUPPLIERS FOR EACH ITEM/GROUP OF ITEMS (FUNCTIONALLY DEPENDENT) WITH AN AMOUNT OF LESS THAN 10,000 EUROS ACCOMPANIED BY TECHNICAL SPECIFICATIONS FOR EACH ITEM/GROUP OF ITEMS
17.	THREE OFFERS ISSUED BY DIFFERENT INDEPENDENT SUPPLIERS FOR EACH ITEM/GROUP OF ITEMS (FUNCTIONALLY DEPENDENT) WITH AMOUNT GREATER THAN 10,000 EUROS ACCOMPANIED BY TECHNICAL SPECIFICATION FOR EACH ITEM/GROUP OF ITEMS. Note: items/groups of items with a total value exceeding 10,000 euros from one supplier should not be artificially divided with a value below 10,000 euros in order to collect two offers. If the items are functionally dependent on each other, for example, they represent a single production unit, and are issued by one supplier, they will be treated as one group of items.
18.	STATEMENT FROM THE BENEFICIARY EXPLAINING THE REASONS FOR SELECTING THE PARTICULAR BID IN THE CASE WHEN THE SELECTED BID IS NOT THE LOWEST PRICE
19.	Note: if this document is not submitted, the bid/item that is not the lowest price will not be rejected, but the Agency will approve the financial support for the selected bid/item according to the amount of the lowest bid/item.
20.	COPIES OF BUILDING LICENSES FOR THE RELEVANT BUILDING CATEGORY FOR EACH BIDDER
21.	A COPY OF A DOCUMENT CONTAINING DATA ON THE OWNERSHIP STRUCTURE FOR ALL FOREIGN SUPPLIERS
22.	A COPY OF A SHAREHOLDERS' BOOK FOR ALL BIDDERS REGISTERED AS JOINT STOCK COMPANIES.
23.	TWO OFFERS ISSUED BY DIFFERENT INDEPENDENT SUPPLIERS FOR EACH ITEM/GROUP OF ITEMS FOR GENERAL COSTS WITH AN AMOUNT OF LESS THAN 10,000 EURO
24.	ИЗЈАВА ОД КОРИСНИКОТ СО ОБЈАСНУВАЊЕ НА ПРИЧИНИТЕ ЗА ИЗБОР НА КОНКРЕТНАТА ПОНУДА ВО СЛУЧАЈ КОГА ИЗБРАНАТА ПОНУДА НЕ Е СО НАЈНИСКА ЦЕНА <i>Напомена: доколку овој документ не е доставен, понудата/ставката која не е со најниска цена, нема да биде одбиена, но Агенцијата ќе ја одобри финансиската поддршка на избраната понуда/ставка согласно сумата на најниската понуда/ставка.</i>
25.	APPROVAL FOR: <ul style="list-style-type: none"> - construction of a new facility - reconstruction of an existing building - adaptation of an existing facility - Upgrading an existing facility - Superstructure to an existing facility - Installation of equipment for energy production from renewable energy sources - certificate from the relevant institution that there is no need for construction permit Note: In case of construction activities on agricultural land, the Beneficiary should submit the permit for the above-mentioned activities together with the other documents under no. 19 with the application for financial support upon application. In case of construction activities on construction land, the permit for the above-mentioned activities must be posted on the website (www.gradeznadozvola.gov.mk) no later than the deadline for applications following the Public Call.
26.	COPIES OR ELECTRONIC FORM (CD) OF THE BASIC TECHNICAL DRAWINGS AND BILL OF QUANTITIES OF THE REVISED TECHNICAL DOCUMENTS for <ul style="list-style-type: none"> • construction of a new facility • reconstruction of an existing building • adaptation of an existing facility • Upgrading an existing facility • Superstructure an existing facility • Installation of equipment / installations for the production of energy from renewable energy sources • performed condition Reference: In case of construction activities on agricultural land, the Beneficiary should submit the permit for the above-mentioned activities together with the other documents along with the application for financial support upon application.

	In case of construction activities on construction land, the permit for the above-mentioned activities must be posted on the website (www.gradeznadozvola.gov.mk) no later than the deadline for applications following the Public Call.)
27.	INTERIM SITUATION FOR COMPLETED CONSTRUCTION WORKS <i>An interim situation is submitted only if the applicant has built a part of the facility which is subject to investment and does not require financial support</i>
28.	BUSINESS PLAN FOR INVESTMENTS WITH TOTAL PUBLIC EXPENDITURES NOT EXCEEDING 80.000 EUROS
29.	TECHNICAL PROJECT PROPOSAL FOR INVESTMENTS WITH TOTAL PUBLIC EXPENDITURES NOT EXCEEDING 80.000 EUROS
DOCUMENTS THAT AFSARD WILL OBTAIN BY EX-OFFICIO ON THE BEHALF OF THE BENEFICIARY (FROM OTHER STATE BODIES)	
PROOF FOR REGISTERED FAMILY AGRICULTURE HOLDING DECISION FOR PERFORMING ADDITIONAL ACTIVITY IN THE FAMILY AGRICULTURE HOLDING <i>(This document is obtained ex officio in case the Beneficiary applies as a family agriculture holding and is already engaged in food production and/or processing).</i>	
CERTIFICATE OF REGISTERED PRODUCTION CAPACITIES (IN THE FARM REGISTER, MAFWE SUBSIDIARIES)	
PROOF OF MINIMUM PRODUCTION CAPACITY OF 20 TONS REGISTERED IN THE REGISTER OF FISH PRODUCERS AT MAFWE <i>(This document is obtained ex officio in case the Beneficiary applies as a fish producer).</i>	
ТЕКОВНА СОСТОЈБА НА ПРАВНОТО ЛИЦЕ-КОРИСНИКОТ <i>((This document is obtained ex officio in case the Beneficiary applies as a trading company, sole trader, individual agricultural producer, registered under the Law on agricultural activity, agricultural cooperative, associative legal entities).</i> STATUTE OF AGRICULTURAL COOPERATIVE/ASSOCIATED LEGAL ENTITIES <i>(This document is obtained by ex officio in case the Beneficiary applies as a cooperative).</i>	
LIST OF SHAREHOLDERS <i>This document is obtained ex officio in case the Beneficiary is a joint stock company and there is information about the company on the website of the Central Securities Depository of R. Macedonia that are not older than 3 months from the day of publication of the public call).</i>	
CERTIFICATE THAT THE BENEFICIARY DOES NOT HAVE OUTSTANDING OBLIGATIONS TO MAFWE <i>(This criterion is mandatorily checked ex officio in order to verify whether the beneficiary has outstanding obligations to MAFWE in relation to Lease of state-owned agricultural land).</i>	
PROOF FOR PERFORMING ACTIVITIES - FOOD AND VETERINARY AGENCY <i>(This document is obtained ex officio in case the Beneficiary is already involved in the processing of agricultural products at the level of agriculture holding).</i>	
OPINION THAT THE PLANNED INVESTMENT IS IN COMPLIANCE WITH NATIONAL FOOD SAFETY RULES AND REGULATIONS (FOOD AND VETERINARY AGENCY)	

OPINION THAT AGRICULTURE HOLDING AND/OR PLANNED INVESTMENT IS IN COMPLIANCE WITH NATIONAL AND EU ANIMAL WELFARE RULES AND REGULATIONS (FOOD AND VETERINARY AGENCY)

PROOF OF REGISTERED NURSERY

<i>(This document is obtained ex officio in case the application refers to livestock production).</i>

The Agency reserves the right to request additional documentation to prove the compliance of the criteria from the relevant measures for allocation of financial support from the IPARD Programme 2021-2027.

PART III ADMINISTRATIVE PROCEDURE

The administrative procedure in the Agency from the receipt of the applications to signing the Contract for allocation of funds consists of:

1. **Completeness check** of the submitted documents against the required documents by types of investments:

- Whether the application has been completely filled out and whether the supporting documentation referred to in this Call has been submitted.

An incomplete application for financial support is the Application that does not contain the complete documentation at the time of its submission.

- Whether the documents enclosed to the application are original or a notarized copy (unless otherwise stated in the document itself).

2. The eligibility check of the application for allocation of funds shall be checked in order to determine:

- Whether the submitted documents prove compliance with the eligibility criteria and conditions of the proposed investment activities;
- Whether the proposed investment is economically and financially viable and sustainable, which is checked by analyzing the parameters contained in the attached business plan / technical proposal;
- Whether the proposed investment for which financial support is sought is not funded by other public sources of funding (Budget of the Republic of North Macedonia and international donors);
- Whether the prices of the proposed investment activities are within the range of market prices by analyzing the reference prices for the respective activities.

Assistance may be granted to the beneficiaries whose investment projects provide financial/economic sustainability. Economic and financial sustainability will be assessed on the basis of a Business Plan or a Technical Proposal. The Applicant with the Business Plan should present the possibility of continuity of operation minimum five years after the realization of the investment. The investment project will be assessed based on the following economic indicators:

- Modified internal rate of return > 0 ,
- Net present value > 0 , and
- Period of return on investment < 10 years.

In case of projects with total eligible expenditures below 80 000 euro in MKD denars, the financial viability must be demonstrated via Technical Project Proposal that will include financial indicators in terms of generating sufficient income to meet the operating costs of the agriculture holding.

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 Application for allocation of funds is performed by authorized persons of the Agency with on-the-spot control.

The rankings shall be made for all complete and eligible applications for allocation of funds in accordance with the attached ranking tables by individual measures.

Financial support will be granted for all complete and eligible applications for allocation of funds within the budget of available funds by measure on the basis of administrative and on-the-spot control.

Incomplete, ineligible applications as well as applications for allocation of funds that have a lower point than available disposable funds will be rejected with a Decision.

The Applicant, who has been approved for allocation of funds, shall sign Contract within 30 days from the date of receiving the Decision for allocation of funds from the IPARD Program.

Applicants must not begin with implementation of the investment prior to the signing of a Contract for the allocation of funds with the Agency, with the exception of activities related to general costs (business plan development, technical proposal design, feasibility study, architects, project documentation).

According to the Agreement for Financial Support, the Beneficiary has the right to request an advance payment in the amount of up to 50% of the value of the approved financial support within a period of no longer than 60 days from the date of signing the Agreement for Financial Support. The request for an advance payment is a standard form that can be obtained by the Beneficiary at the Agency's premises and can be downloaded from the website of the Agency: www.ipardpa.gov.mk.

For the purpose of authorizing and payment of advance funds, the Beneficiary must provide bank guarantee in the amount of 110% of the amount of the advance payment in addition to the request for advance payment. The amount for co-financing of the investment will be deducted by the amount of the advance payment during the final payment of funds.

Upon completion of the investment, the Final Beneficiary is obliged to submit to the Agency a claim for payment. The claim for payment is an accompanying document to the Contract signed between the Beneficiary and the Agency. Together with the claim for payment, the Beneficiary must submit supporting documentation related to the incurred expenses (invoices, bank statement) and other documents specified in the claim for payment. The documents that will be submitted by the Beneficiary must be verified with signature and seal of the authority/company that issues them and with signature by the Beneficiary (and seal - when the Beneficiary is a legal entity).

The claim for payment is a standardized form that the Final Beneficiaries receive when signing the Contract for financial support, for each individual measure. The Claim for payment will also be available at the Agency's premises and can be downloaded from the Agency's website.

The Claims for payment must be submitted within the deadline specified in the Contract for financial support. The Beneficiary is obliged to complete the Claim for payment manually or electronically and submit the invoices /pro-invoices to the Agency, specifying the measure and type of investment.

The review of the financial documentation is performed exclusively on the originals or notarized copies. In the event that original documents are submitted, the Agency is obliged to send them back to the final beneficiary during the payment authorization procedure. They will be stamped with the Agency seal to avoid further double funding.

If the documents accompanying the Claim for payment are submitted after the deadline, the application will be rejected fully or partially and the contracted amount of financial support will not be paid or will be partially paid.

If there are any changes to the Claim for payment, i.e. if the Beneficiary has procured activities that are not subject to the contract and there was no request for signing an annex to the contract, the claim will not be paid, or will be partially paid depending on the effect that the change will have on the total investment, subject to the contract.

If the beneficiary fails to comply with the contract provisions relating to the deadline for implementation of the investment, it should be borne in mind that all activities incurred prior to the signing of the contract (except the General Costs) will not be part of the financial support. Furthermore, all activities which have been procured and paid after the deadline, i.e. after the deadline for implementing the investment or within the deadline for submitting the claim for payment will not be subject to financial support or they will be subject to penalties in compliance to the Law on establishing the Agency for Financial Support of the Agriculture and Rural Development.

After administrative check to verify that the claim for payment is complete and eligible, the project/investment will be checked on-the-spot by authorized agents of the Agency who aim to verify the implementation of the investment in full and in accordance with the contract. After on-the-spot control, the Agency's controllers will draw up a Report elaborating on the actual on-site situation. The Report should be signed by the controllers and the Beneficiary or the person authorized by the Beneficiary. In case of any comments/notes during the control, the beneficiary has the right to indicate it in the report.

After having performed the control, if the Agency identifies that the investment has been fully implemented and is in accordance with the contract, the payment authorization procedure shall continue. If there is indication of full incompliance with the investment implementation in accordance with the Contract, the Agency shall continue with the procedure for rejecting the claim for payment.

Once the Claim for payment is approved, the Agency issues a Decision for authorization of payment. If the Claim for payment is rejected, the Agency shall issue a Decision for rejection.

The Decision shall inform the final beneficiary of the authorized or rejected amount.

All authorized and paid investments shall be subject to control within the period of five years after the final payment with the objective to identify the sustainability and the unchanged investment according to the Contract.

All paid investments shall be published on the web-page of the Agency with the objective to comply to the transparency provision of the procedure, thereby following the provisions for personal data protection of all Beneficiaries of funds from the IPARD Programme.

APPENDIX: LIST OF ELLIGIBLE EXPENDITURES FOR MEASURE 1

Note: Eligible costs are those related to investments in the sectors/subsectors announced in this public call (Part II, point 2)

Detailed List of eligible expenditures for Measure – Investments in physical assets on agricultural holdings		
No.	Eligible expenditure	Description
1	Purchase of new agriculture equipment and mechanization for crop sector <ul style="list-style-type: none"> - tractors with a maximum power based on scale and nature of activity (see Annex 1 to the LEE), moto cultivators and attachments; - machinery and equipment for land preparation, - planting, - purchase of perennials - irrigation and crop cultivation, - harvesters (excluding combine harvesters) - control and protection equipment 	Tractor, motocultivator, power tiller, plough, rotary tiller, rotary harrow, disk harrow, grain drill, broadcast seeder, seed/fertilizer drill, cultivator, planters, levelers, diggers, land plane, transplanter. Manure spreader, fertilizer broadcaster, sprayer, duster, irrigation devices for drip irrigation, sub-irrigation, micro-sprayers and mist irrigation (water pumps, basins, water tanks/reservoirs, filters, equipment for water distribution network, equipment for ferti-irrigation unit, equipment for automatic dosage of water for irrigation), pruning machine, weeders. Mower for grass crops, hay rake, hay baler, forage harvester, forage blower, corn picker, digger, potato harvester, carrot harvester, tomato harvester, sugar beet harvester, grape harvester, fruit harvester, reaper-binder, thresher, grain cleaner, sorters and graders. Equipment for transporting fruits and vegetables (box pallets, plastic containers, except crates). Equipment for indoor and outdoor measurement of temperature, soil moisture and air humidity, soil sterilisation and soil testing equipment. Protection nets and covers, bird's protection, lightning protection. Equipment for hailstorm protection, equipment for propagating, storage and manipulation of planting material. Equipment and machinery for soil-less cultivation (hydroponic and aquaponics). Equipment for preparation and mixing of fertilisers, substrates, plant protection products, etc.
2	Planting/re-planting of perennials (excluding seeds)	Planting material must be of fruit variety in accordance to the Annex I of Council Directive 2008/90/EC (https://eur-lex.europa.eu/legal-content/EN/ALL/?uri=CELEX%3A32008L0090), while vine planting material must be of vine variety in accordance to the Law on wine or EU Common catalogue of varieties of vine and of varieties of vine-rootstocks.
3	Purchase of machinery and equipment for livestock sector <ul style="list-style-type: none"> - tractors with a maximum power not exceeding 100 KW based on scale and nature of activity (see Annex 1 to the LEE), moto cultivators and attachments, - machinery and equipment for land preparation, - planting, - irrigation and crop cultivation, - harvester (excluding combine harvesters), 	Tractor, moto cultivator, power tiller, plough, rotary tiller, rotary harrow, disk harrow, grain drill, broadcast seeder, seed/fertilizer drill, cultivator, planters, levelers, diggers, land plane, transplanter, manure spreader, fertilizer broadcaster, sprayer, duster, irrigation devices for drip irrigation, sub-irrigation, micro-sprayers and mist irrigation (water pumps, basins, water tanks/reservoirs, filters), equipment for water distribution network, equipment for ferti-irrigation unit, equipment for automatic dosage of water for irrigation) mower for grass crops, hay rake, hay baler, forage harvester, forage blower, corn picker, digger, reaper-binder, thresher, grain cleaner, sorters and graders. Equipment for outdoor measurement of temperature, soil moisture and air humidity, soil

	<ul style="list-style-type: none"> - control and protection equipment, - equipment for animal breeding; - equipment for fish breeding. 	sterilisation and soil testing equipment. Equipment for animal and fresh water fish breeding (reproduction, quarantine, disease prevention and removal of the carcasses etc). Equipment for feeding and watering installations, equipment for milking and milking installations, automatic or mobile milking aggregates, equipment for handling and storage of manure including machinery for manure clearing and handling, grain and silage elevators, equipment for production of compound feed (mills, mixture for food, mixers etc.), equipment for weighting), equipment for internal veterinary checks and veterinary kits.
Eligible expenditure related to all priority sectors		
	<i>Eligible expenditure</i>	<i>Description</i>
4	<p>Building materials and elements for construction of new facilities or reconstruction and improvement of existing facilities (buildings and infrastructure to a full functional capacity) as well as greenhouses/glasshouses, soil-less cultivation and other innovative production systems.</p> <ul style="list-style-type: none"> - for installation/housing of the eligible equipment; - to achieve environmental standards; - for provision of hygienic and sanitary requirements; - to achieve animal welfare standards; - to assure administrative space; - feed and fodder production and storage; - auxiliary buildings (storage, garage, etc.); - access, farm infrastructure, landscaping and fencing - for post-harvesting activities, on-farm processing and direct marketing of own agriculture production. 	<p>All materials used for construction of floors, walls and ceilings surfaces as well as any coatings and joint sealants that are used in facilities for primary agricultural and fishery production, on farm processing and direct marketing of own agricultural and fishery products, facilities for storage of inputs and final products, facilities for production of energy from renewable resources for self-consumption as well as for the administrative space, laboratory and sanitary arrangements and infrastructure related to the production activity. Coatings for wall, ceiling, floor, wall and ceiling panels, pipe covers, doors, windows, heating and ventilation system (air-conditioning and air-purification), drainage, sewage system, waste treatment and waste valorisation system, elements for water and electric power generation and supply (including generators), including energy saving practices and use of renewable energies. Posts and end-posts pillars made of wood, steel, concrete or other material, anchors for grounding the installation and tensioners, galvanized steel wire, supporting frames made of metal, plastic coverings. Construction material for greenhouses/glasshouses and/or soil-less cultivation systems (plastic film or panels must be for multi years usage with minimum 200 µm).</p> <p>Construction material/components for provision of internal access roads and road network within establishment, landscaping and fencing of the area surrounding the establishment.</p>
5	<p>Purchase of equipment for post-harvesting activities, on-farm processing and direct marketing of own agriculture production:</p> <ul style="list-style-type: none"> - Cereal, miller's and starch products; - Fruits and vegetables including potatoes, and leguminous crops; 	<p>Reception, collection and storing equipment.</p> <p>Equipment for preparatory treatment for sorting, curing, cleaning, washing, drying, disinfection, waxing, sorting, grading, culling of damaged crops, metal and glass detecting or other solid materials. Equipment for pre-cooling, cooling and refrigerating. Equipment for cutting, milling and other pre-processing preparation equipment.</p> <p>Equipment for de-aeration, separation, homogenization, pasteurization and sterilization.</p>

	<ul style="list-style-type: none"> - Grape must, grape juice, wine other fermented beverages, spirits and vinegar (from eligible crops); - Vegetable and animal oils and fats; - Eggs, meat and meat products; - Milk and dairy products; - Fish and fishery products; - Fodder and forage production. 	<p>Reservoirs, tanks. Equipment for canning, drying, desiccation, freezing. Equipment for bottling, packing and labeling. Stunning, dripping, scalding and evisceration equipment, equipment for cutting and deboning. Equipment for manipulation, loading and unloading, forklifts, conveyor belt systems, weighting and measuring equipment. Equipment for quality monitoring, control and traceability systems of reception, storage and distribution. Waste treatment, valorisation, handling and storage equipment. CIP equipment (CIP-clean in place).</p> <p>Processing equipment, grape crushers, fermentation tanks, stabilization tanks, equipment for distillation, press for grape must, ageing tanks, barrels.</p> <p>Equipment for improvement of animal welfare standards such as provision of regular access to fresh water, feeding, animal housing pre slaughtering, clearing of manure, etc.</p>
6	Purchase of equipment for production of energy from renewable resources for self-consumption	<ul style="list-style-type: none"> - Equipment for production of energy through: - processing of biomass products for production of biogas and/or biofuels, - solar energy, - windmills, - geo-thermal energy etc.
7	Works and services	<p>All necessary works and services related to realization of project's investment:</p> <ul style="list-style-type: none"> - Demolition and dismantling, Preparation of terrain, - Construction works, - Reconstruction works, - Craft activities, - Installment activities, - Landscape works and access roads.
8	Purchase of specialized transport tanks and trailers for raw material and outputs	Agriculture trailers, bulk milk tankers, cooling trailers, trailers for transporting live animals and poultry, manure transportation, transportation equipment for biomass, equipment for transporting fruits and vegetables (box pallets, plastic containers, except crates). etc (only related to eligible production activity)
9	Computer equipment	Computer equipment and software including sensors (only related to eligible equipment and to production activity)
10	General costs	<p>Preparation of the technical documentation, construction plans and supporting studies, cost calculations, analysis, market analyses, preparation of environmental assessment, project management:</p> <ul style="list-style-type: none"> - architects - engineers - consultants etc. <p>Acquisition of patent rights and licenses</p> <p>Management systems:</p> <ul style="list-style-type: none"> - ISO - HACCP - GAP (Good Agriculture practices)

		<ul style="list-style-type: none"> - GMP (Good Manufacturing Practices) <p>Publicity and information materials</p> <ul style="list-style-type: none"> - billboards - plaques - stickers <p>In addition, expenditures linked to the collective investments could be extended to additionally cover:</p> <ul style="list-style-type: none"> - Studies on the specification for the hygiene standards and the method of production of quality products; - Product development and marketing study for new products or similar studies for other produce; - Animation costs of not more than 10% for creating and running short value chain of a certain product delivered to a local supermarket.
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