

Request no.: 2018.18

Date: 13.11.2018

Tender Request "Mariehamn Seglarförening Flytbrygga"

The tender request concerns the construction and installation of a 120 meter floating jetty in concrete (flytbrygga i hel betong)

The jetty is to be in place before April 15th 2019.

Tender Request Content and Outline

This document is divided into five sections:

1. The scope and conditions of the procurement
2. Requirements specification
3. Content of the tender
4. Procurement rules
5. Evaluation

1. The Scope and Conditions Concerns

The scope of the needed jetty can be found in attachment 1.

Price should be divided in to 6 sections as well as showing the final sum:

- 120 meter concrete floating jetty including assembly
- Landing 6 meters
- Poles 28 st
- Y beams 26 st
- Electrical poles 9 st
- Water posts 4 st

2. Specification of Requirements

The tenderer **shall**, in addition to the requirements, provide the following:

S1 The Tenderer shall be able to work or have a partnership in place to fulfill needs of the building and installation of the jetty.

S2 Tenderer shall have permission to work on Åland

S3 Bidder must have and show experience in the construction and installation of the required jetty or the present partnership agreements with applicable partners to fulfill all requirements and needs.

S4 Tenderer shall have experienced and well trained staff to ensure quality of the object.

All CIL's compulsory requirement must be fulfilled.

3. The Content of the Tender

The tender **shall** contain the following information:

- Validity (at least three (3) months after the last day to tender)
- A description of the service and its resources.
 - Qualification of the tenderer's staff
 - Detailed description of type of materials used
 - Detailed description of implementation plan
- Possible partners in the Mission's implementation
- Prices shall be expressed in euro Excl. VAT. sales tax.

3.1 Requirement for Bidders

The Tenderer shall have necessary: competence, human resources and capacity to deliver and perform the Mission during the desired time. The supplier **must** also have paid statutory social security contributions and taxes.

To the tender, the Tenderer shall provide information on:

- Applicant's contact information and responsible person
- The Tenderer shall attach a brief description of the company/organization (business/organisationsform, years in industry, business, experience in similar assignments, turnovers, staffing, etc.) and present a well developed mission statement of the subject-matter of this procurement which highlights the General conditions of business.

The vendor that is selected on the subscription agreement shall exhibit:

- Certificate of registration of the supplier in a trade or professional register.
- Certificate from the tax authority of that operator has paid advance withholdings,
- statutory social security contributions and taxes, or certificate of that payment schedule ang. tax liability has been made up.

4. Procurement rules

4.1 The Procurement Form

This procurement includes services and implemented as an open procurement in accordance with the decision of the Government of Åland (ÅF 2015/52) regarding certain procurements.

Tender form does not allow negotiation, why it is of great importance to all the requirements and conditions of this request for quotation is followed and that the best terms/price is disclosed in the tender.

4.2 The Communication of Tenders

Tenders shall be submitted in the end envelopes to the Smart Marina, c/o the Åland Development Ab, Mariehamn 22 100 or e-mail info@smartmarina.eu.

The envelope **must** be marked with the text "MSF Flytbrygga"

The closing date and time will be the **14.12.2018 kl. 15:00**. tenders submitted out of time taken into account does not, for any reason whatsoever. The tender shall be valid for at least three months from the date of bid closing.

The tender shall be in writing, signed by an authorized signatory. The tender shall be in Swedish.

4.3 Advertising

Ad basis for this procurement will be published on the Smart Marinas website: www.smartmarina.eu as well as in local newspapers.

4.4 Public Document

All tenders will be treated in accordance with the provisions of the provincial Act (ÅFS 1977:72) on public access to documents. Tenders received are not public until procurement contract or if the contract is cancelled. Once the contract has been concluded is, as a general rule, all tender documents.

If the tenderer believes that task (s) in the tender should be subject to the privacy, reasoned justification is given in the tender. Otherwise, it is assumed that the reason for confidentiality is missing. Confidentiality test cannot be made in advance and guarantees cannot be given. Generally speaking, the possibilities to classify tender very limited since the contract is concluded. This applies especially to information in tenders concerning evaluation criteria and therefore the price data essentially impossible to classify.

4.5 Subject

Smart Marine reserves the right to assume part or all of the tender.

4. 6 Issues During the Tender Period

Questions should be sent during the bidding time given in writing via email to the contact person of the contract and within seven days prior to bid closing. All questions and answers on these will be published, not later than five days before bid closing. Only written answers are binding for the Smart Marina. Tenderers should, therefore, check the information on the website.

4.7 Contact Information

Questions about the contract during the tender period will be answered by:

Smart Marina

Name: Lennart Joelsson

Elverksgatan 10, Mariehamn 22 100

Email: lennart@smartmarina.eu

5. Evaluation and Ordering

After bid closing all opened tenders are first checked that the requirements of a successful tenderer in section 3.1 are met and that all other requirements are met. If they are not met, tender will not be considered further.

The offer that is most advantageous economically will be chosen.