

Information Meeting  
EMSA NEG/1/2013 – Stand-by Oil Spill  
Recovery Vessels

## Invitation to Apply

19 February 2013, Zagreb

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Senior Project Officer  
Pollution Preparedness and Response



## Key Issues

1. Procurement Procedure
2. Geographical areas/"Lots"
3. Procurement Timetable
4. Submitting "Applications"

## Procurement 2013: Negotiated Procedure

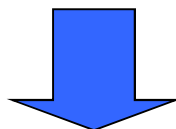
### 2 Step Approach:

Step 1 - "Invitation to Apply"

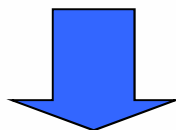
Step 2 – (Restricted) "Invitation to Tender"

## Step 1: Invitation to Apply

Publication of Invitation to Apply in the OJEU on Jan 26<sup>th</sup>  
(Open to any Interested Party)



Submission of Applications: Deadline **March 13<sup>th</sup>**



Evaluation of Applications as per Enclosure 1: Criteria



Determination of Pre-Selected Candidates

## Step 2: Invitation to Tender

Invitation to Tender (restricted): Pre-Selected Candidates



Submission of Bids



Improvement to Bids: Best Quality/Price Ratio



Submission of Final Bids



Evaluation of Bids: Info provided in the Tender Specifications



Award of Contracts

## Structure Procurement Procedure 2013

### Replacement of two contracts that expire in 2013:

- ✓ Atlantic Area - to be split in two lots
  - Northern North Sea
  - Atlantic North

- ✓ Aegean Sea

### New Area:

- ✓ Adriatic Sea

## Geographical Areas/"Lots"

### Lot 1: Northern North Sea

The Eastern coastline of the United Kingdom from Cape Wrath to Hull, the Shetland Islands and the Western Coast of Norway from Stavanger to Bergen

### Lot 2: Atlantic North

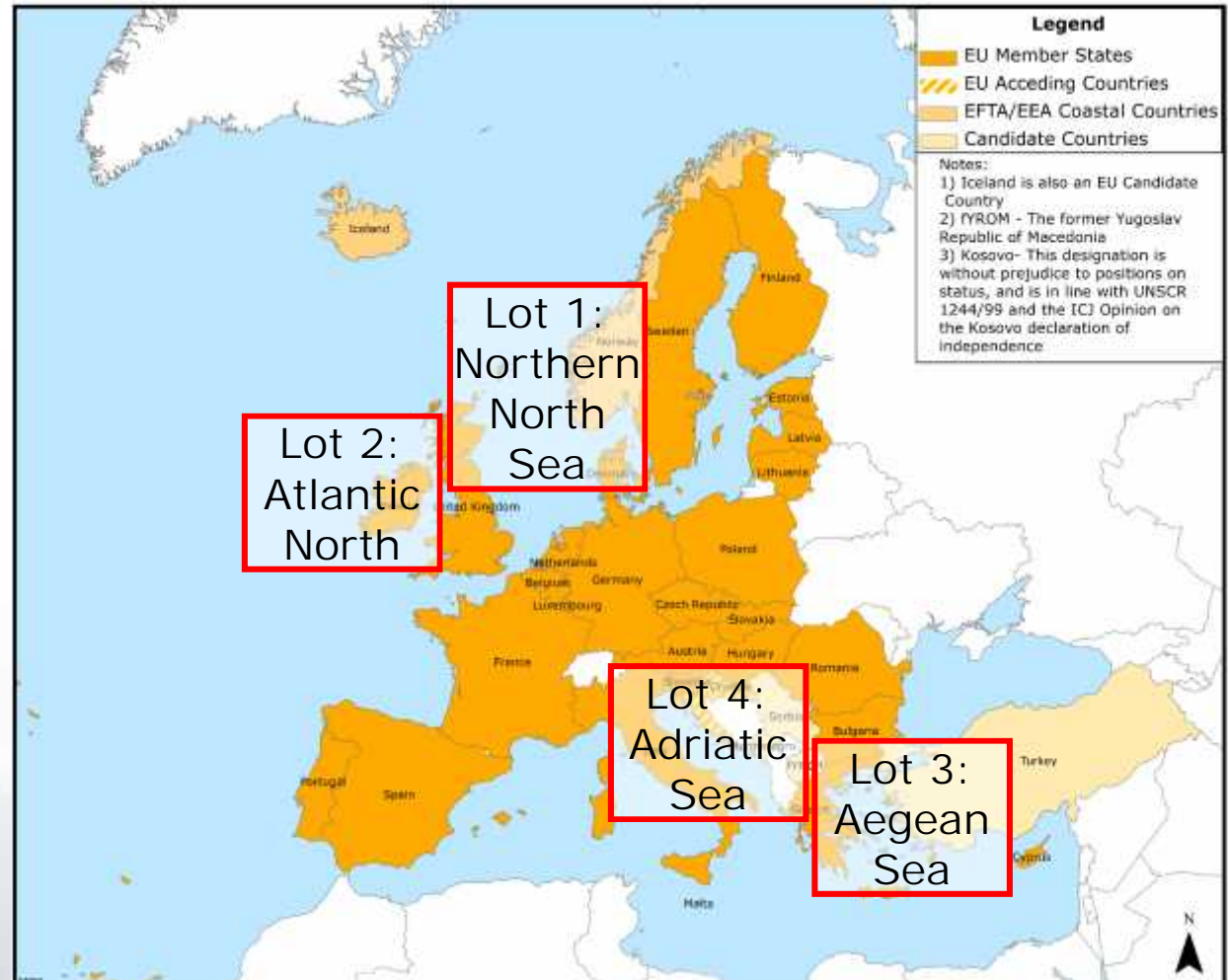
The Western coastline of the United Kingdom from Cape Wrath to Lands' End, the Hebrides Islands and the whole Island of Ireland

### Lot 3: Aegean Sea

Aegean Sea (as defined by the International Hydrographical Organisation)

### Lot 4: Adriatic Sea

Adriatic Sea (as defined by the International Hydrographical Organisation)



Possibility to apply for 1 or more lots



## Lot 1: Northern North Sea

The Eastern coastline of the United Kingdom from Cape Wrath to Hull, the Shetland Islands and the Western Coast of Norway from Stavanger to Bergen

Indicative capacity:  
1,500 m<sup>3</sup>

Minimum capacity/vessel:  
700 m<sup>3</sup>

Flashpoint  
below 60°C

Budget: € 3.9 m

+

Equipment transfer (partial set)

+

Purchase (2 additional booms)

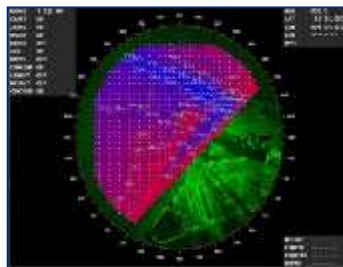




## Lot 1: Northern North Sea

### Equipment solution

Set of equipment transfer  
from previous contractor



2x sweeping arm

Skimmer

Slick detection system

(to be maintained/overhauled)

Purchase  
New Equipment



2 x boom reel

## Lot 2: Atlantic North

The Western coastline of the United Kingdom from Cape Wrath to Lands' End, the Hebrides Islands and the whole Island of Ireland

Indicative capacity:  
1,500 m<sup>3</sup>

Minimum capacity/vessel:  
700 m<sup>3</sup>

Budget: € 2.9 m

+

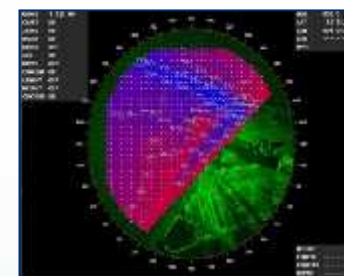
Equipment transfer  
(complete set)



## Lot 2: Atlantic North

### Equipment solution

Set of equipment transfer  
from previous contractor



2 x sweeping arm  
2 x boom reel  
Skimmer  
Slick detection system  
(to be maintained/overhauled)

## Lot 3: Aegean Sea

Aegean Sea (as defined by the International Hydrographical Organisation)

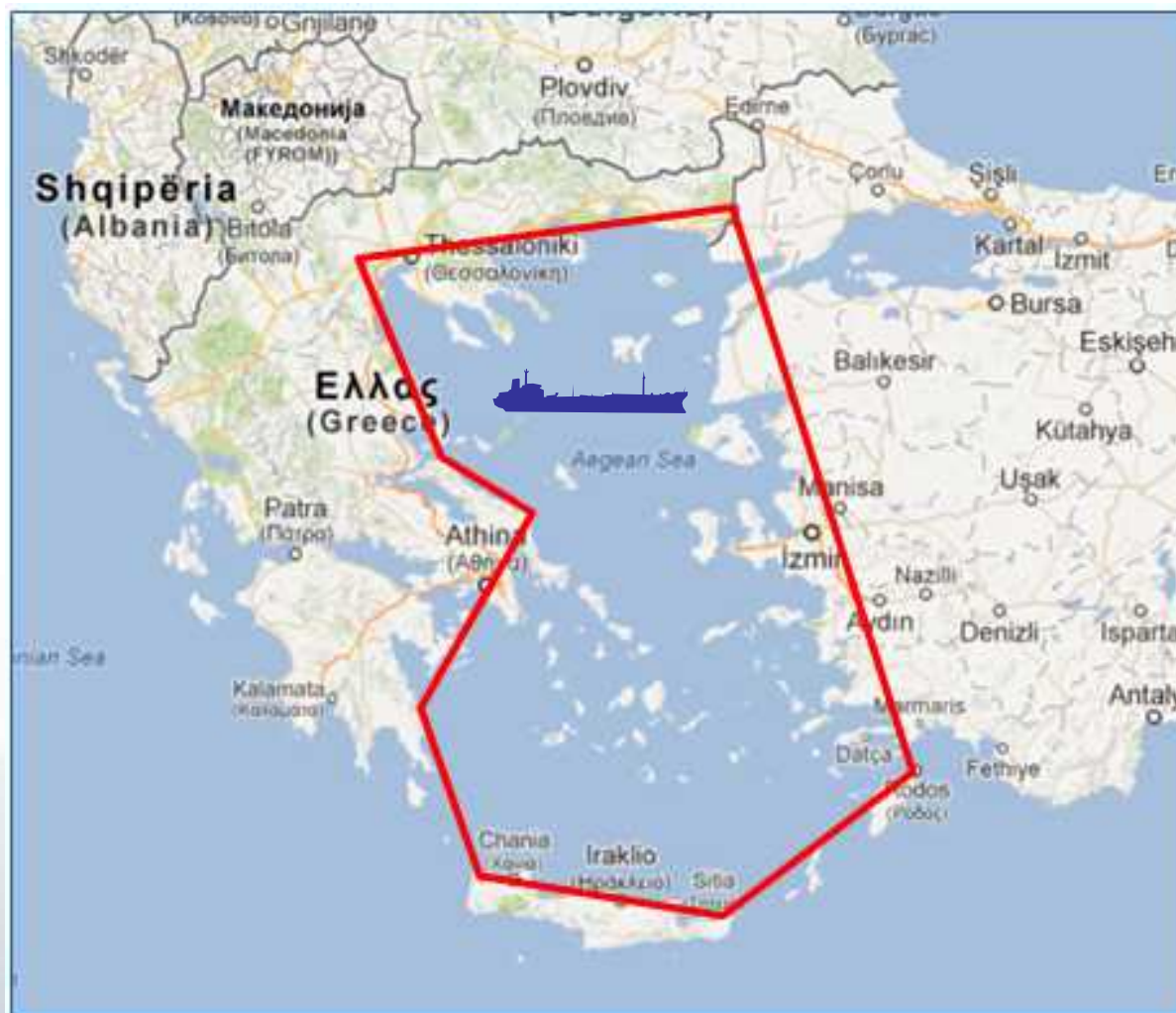
Indicative capacity:  
1,500 m<sup>3</sup>

Minimum capacity/vessel:  
700 m<sup>3</sup>

Budget: € 2.9 m

+

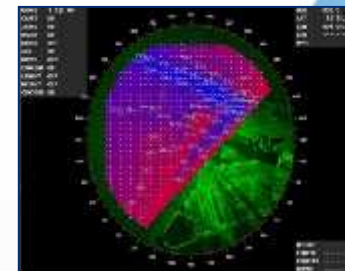
Equipment transfer  
(complete set)





## Lot 3: Aegean Sea Equipment solution

Set of equipment transfer  
from previous contractor



2 x sweeping arm  
4 x boom reel  
2 x skimmer, 1 x high-capacity multi-skimmer  
Slick detection system  
(to be maintained/overhauled)

## Lot 4: Adriatic Sea

Adriatic Sea (as defined by the International Hydrographical Organisation)

Indicative capacity:  
1,500 m<sup>3</sup>

Minimum capacity/vessel:  
700 m<sup>3</sup>

Flashpoint  
below 60°C

**Budget: € 4.5 m**

+

**Equipment transfer**

+

**Purchase (High Capacity Skimmer)**



# Lot 4: Adriatic Sea Equipment solution

Set of equipment transfer  
from previous contractor



2 x sweeping arm  
2 x boom reel  
Skimmer  
Slick detection system  
(to be maintained/overhauled)

Purchase  
New Equipment



High-capacity  
skimmer



Lot	Max. Budget (million)	Indicative Target Storage Capacity (m <sup>3</sup> )	Min. Vessel Capacity (m <sup>3</sup> )
Lot 1: Northern North Sea	€3.9m	1,500	700
Lot 2: Atlantic North	€2.9m	1,500	700
Lot 3: Aegean Sea	€2.9m	1,500	700
Lot 4: Adriatic Sea	€4.5m	1,500	700
Contract Duration: 4 years Renewable: once for additional 4 years (8 years in total)			

Lot	Maximum availability fee	Maximum equipment price (per set)	Maximum pre-fitting price (per vessel)	Maximum overall budget	Equipment modalities
Lot 1: Northern North Sea	€2.6m	€0.8m	€0.8m	€3.9m	Partial set delivered to the contractor Purchase of 2 x booms
Lot 2: Atlantic North	€2.4m	€0.2m	€0.6m	€2.9m	Complete set delivered to the contractor
Lot 3: Aegean Sea	€2.4m	€0.2m	€0.6m	€2.9m	Complete set delivered to the contractor
Lot 4: Adriatic Sea	€2.6m	€1.4m	€0.8m	€4.5m	Complete set delivered to the contractor Purchase of a high-capacity skimmer

## PROCUREMENT PHASE 1: Invitation to Apply

“Contract Notice” publication in OJEU	Documents available on <a href="http://www.emsa.europa.eu">www.emsa.europa.eu</a>	26 <sup>th</sup> January
“Application” Preparation	Interested Parties prepare “light” documentation	February- March
Information Meetings	Procurement Procedure and Technical Elements  Oslo(Norway); Zagreb (Croatia)	1 <sup>st</sup> – 19 <sup>th</sup> February
“Application” Deadline	“light” documentation submission	13 <sup>th</sup> March
“Application” Evaluation	Identification of “Pre-selected Candidates” by EMSA	April

## PROCUREMENT PHASE 2: Invitation to Tender

"Invitation to Tender"	"Invitation to Tender" sent "Pre-selected Candidates"	April
Clarification meetings	Clarification with candidates	April-May
Visit to EMSA stockpiles	Opportunity to review equipment for transfer (all lots)	May
Preparation of Tenders	Documentation preparation	April-May
"Tender" Deadline	"Heavier" documentation submission	End of May/ 1 <sup>st</sup> Week June

## PROCUREMENT PHASE 2: Negotiation

Negotiation Stage	Improvements to offers	June – July
On-site Meetings	Visits to vessels	First 3 weeks of July
<b>"Final Tender" Deadline</b>	Final offers	<b>End August/ 1<sup>st</sup> Week September</b>
Final Tender Evaluation	Awarding of contracts	October - November

[www.emsa.europa.eu](http://www.emsa.europa.eu)

➔ "Working with us"

➔ "Procurement"

➔ "Calls for Tenders"

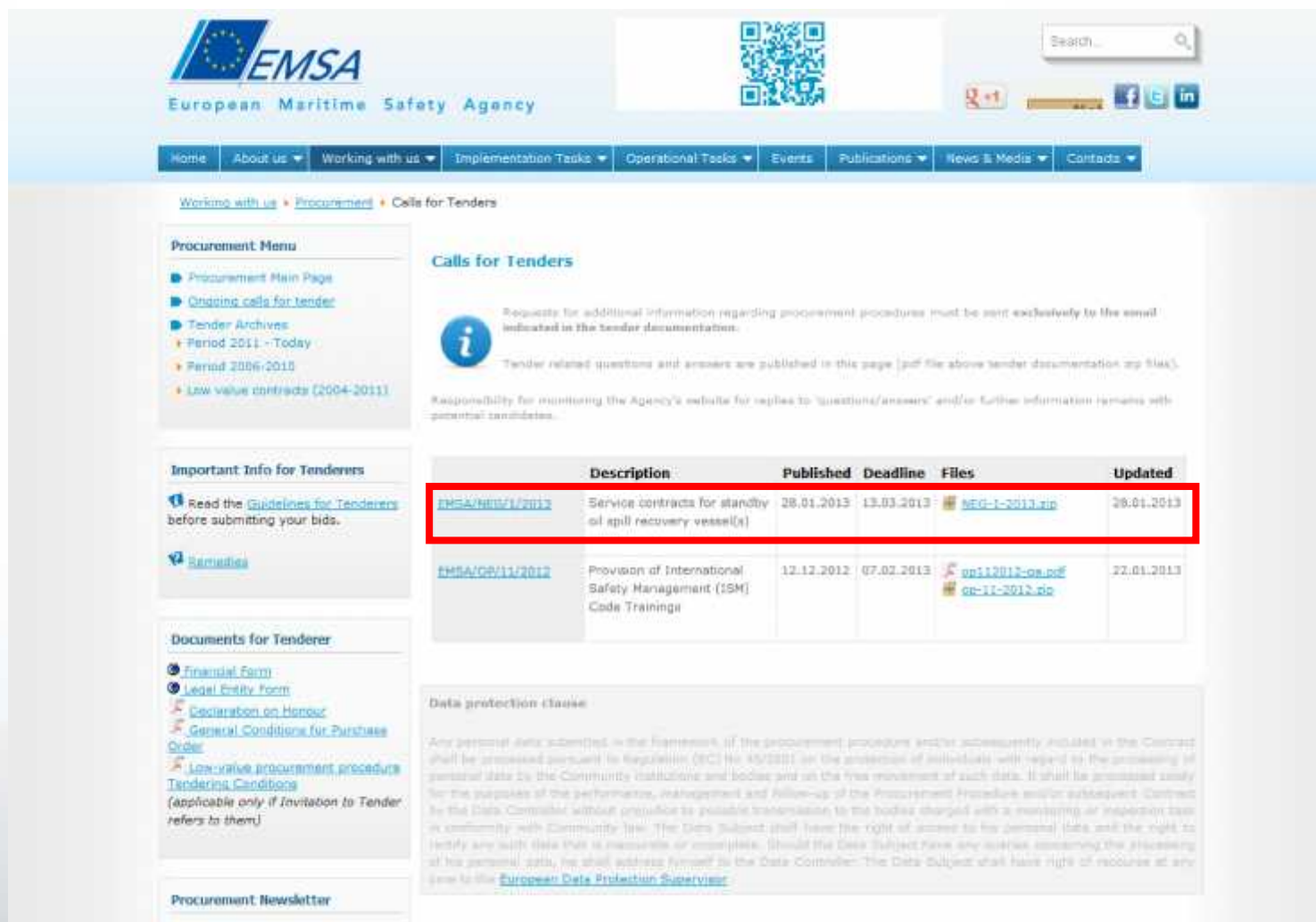


The screenshot shows the EMSA website interface. At the top, there is a navigation bar with the following items: Home, About, Working with us, Implementation Tasks, Operational Tasks, Workshops & Events, Documents, News, and Contacts. The "Working with us" menu is expanded, showing "Career Opportunities", "Procurement", and "Calls for Tenders" (highlighted with a red box). Below the navigation bar, there is a large banner for "Pollution preparedness and response" with the text: "Roughly half of EMSA's budget is focused on pollution preparedness and response activities. In particular, the Agency offers a network of contracted oil pollution response vessels. Spread across the European coastline, these vessels can be called upon by Member States in case of a major oil spill at sea." To the right of the banner, there is a "Procurement Newsletter" link. Further right, there is a "Latest News" section with a headline: "EMSA vessel to assist with bunker oil removal from Costa Concordia".



www.emsa.europa.eu

➔ EMSA/NEG/1/2013



The screenshot shows the EMSA website's 'Calls for Tenders' page. The header includes the EMSA logo, a search bar, and social media icons. A navigation menu is located below the header. The main content area features a 'Calls for Tenders' section with an information icon and text stating that requests for additional information must be sent to the email indicated in the tender documentation. Below this is a table listing tenders. The first row, for EMSA/NEG/1/2013, is highlighted with a red box. The table also includes a 'Data protection clause' section at the bottom.

Description	Published	Deadline	Files	Updated
<a href="#">EMSA/NEG/1/2013</a> Service contracts for standby oil spill recovery vessel(s)	28.01.2013	13.03.2013	<a href="#">NEG-1-2013.zip</a>	28.01.2013
<a href="#">EMSA/OP/11/2012</a> Provision of International Safety Management (ISM) Code Trainings	12.12.2012	07.02.2013	<a href="#">op112012-op.pdf</a> <a href="#">op-11-2012.ro</a>	22.01.2013

**Data protection clause**

Any personal data submitted in the framework of the procurement procedure and/or subsequently included in the Contract shall be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. It shall be processed solely for the purposes of the performance, management and follow-up of the Procurement Procedure and/or subsequent Contract by the Data Controller without prejudice to possible transmission to the bodies charged with a monitoring or inspection task in conformity with Community law. The Data Subject shall have the right of access to his personal data and the right to rectify any such data that is inaccurate or incomplete. Should the Data Subject have any queries concerning the processing of his personal data, he shall address himself to the Data Controller. The Data Subject shall have rights of recourse at any time to the [European Data Protection Supervisor](#).



www.emsa.europa.eu

➔ "Invitation to Apply"

**Procurement Menu**

- Procurement Main Page
- Quoting calls for tender
- Tender Archives
  - Period 2011 - Today
  - Period 2006-2010
  - Low value contracts (2004-2011)

**Important info for Tenderers**

- Keep the [service lines for Tenderers](#) before submitting your bids
- [Emergency](#)

**Documents for Tenderer**


- [Financial Form](#)
- [Legal Entry Form](#)
- [Declaration on honour](#)
- [General conditions for services](#)
- [Use of the information provided in Tendering Conditions](#) (see/submit only if Invitation to Tender refers to them)

**Procurement Newsletter**

If you are interested in receiving information about calls for tenders launched by EMSA, please fill the form:

Name or Company:

E-mail:



**EMSA/NFG/1/2013**

Published	28.07.2013
Deadline	13.03.2014

Service contracts for standby oil spill recovery vessel(s)


The Agency intends to provide additional response capacity to that of the pollution response mechanisms of EU Member States through contractual arrangements with commercial companies/consortia. Such companies/consortia can be drawn from any relevant industry including shipowners/operators and the spill response service industry.

The contracted vessels would undertake normal commercial activities and, at request, be transformed & mobilised at short notice for oil spill recovery services during a (major) oil spill.

More details about this procurement procedure can be found in the Invitation to Apply and associated Enquiries that can be downloaded in the zip file below.

Two Information Meetings open to any interested party will be organised in February (see the details in the table below). Prior registration is not needed, although it would be appreciated to receive an email [ENFG12013@emsa.europa.eu](mailto:ENFG12013@emsa.europa.eu) indicating the participation in the meeting.

Country	City	Date	Location	Agency	Registration
Norway	Oslo	01/02/2014	Norges Redningshund (09:00 am) (Norwegian Shipowners' Association) Reedhusgaten 25 0118 Oslo	[download]	[download]
Croatia	Zagreb	19/02/2014	Ministry of Maritime Affairs, Transport and Infrastructure (09:00 am) Conference Hall (ground floor) Preradje 11 10 009 Zagreb	[download]	[download]

 <a href="http://www.emsa.europa.eu">www.emsa.europa.eu</a>	
Updated	28.07.2013

Data provided by: [EMSA](#)

## Documents Included in Zip File

Invitation to Apply Cover letter – Deadline & Hard original +  
electronic copy

Enclosure 1: Application Specifications - Main requirements

Check-List - Review it before sending application

### Other Documents

- Legal Entity Form
- Declaration of Honour
- Template for “Statement of Subcontracting/Joint Offer”

# Preparing the Application

## Point 5.1: Legal Form of Service Provider (company/consortium)

### Individual Company

- Signed Cover Letter: Specify person heading project
- Signed document authorising person to submit application & sign contract (copy)

### Grouping

- Signed Cover Letter: Specify person & company heading project
- Signed document authorising person & company to submit application & sign contract (copy)
- Template - "Statement of Subcontracting/Joint Offer"

# Preparing the Application

## Point 5.2: Legal Entity Form (1 per member of grouping)

- EACH company to complete “Legal Entity Form” (Original) together with “Attachments” (Copies):
  - Official Registration Document (Official Gazette, Company Register, etc.)
  - VAT Registration Document (if not included in the above-mentioned document)

# Preparing the Application

## Point 5.3: Exclusion Criteria (per member of grouping) (a) – (f)

(a), (b) or (e) Extract from judicial record OR Equivalent doc by authority showing requirements satisfied

(d) Certificate from competent authority of State concerned OR If no certificate issued, Sworn/Solemn Statement before judicial authority or notary etc.

(c), (f) Checked by EMSA or requests for further information

OR

- Declaration on Honour available on the Procurement Section on the EMSA Website

→ Grouping: evaluation per individual company

# Preparing the Application

## Point 5.4: Economic and Financial Capacity (per member of grouping)

Information for last 3 financial years (closed accounts)

- Balance sheet
- Statement of Overall Turnover
- P&L account

→ Evaluated according to International Rating Practice

# Preparing the Application

## Point 5.5: Technical Criteria Company/Consortium (Copies)

- Document of Compliance (DoC) for International Safety Management (ISM) Code
  - Grouping: at least 1 member must have a valid DOC
- Overview of company/consortium Port State Control record (PSC inspections and detentions) or annual Flag Surveys for last 3 years – 3 detentions will be ground for exclusion
- Where applicable, additional list of relevant services for last 5 years
- Grouping: criteria evaluated as a group, not individually



# Preparing the Application

## Point 5.6: General Description: Proposed Arrangement

- 1<sup>st</sup> Proposal indicating envisaged arrangement

Must indicate:

- Vessel or vessels: IMO number, main technical characteristics: Heating, pumping, storage capacity & speed
- Usual area of operation & economic activity
- Proposed location of any equipment stockpiles
- Initial mobilisation plan

# Application Evaluation

## Evaluation Result:

Application = "Acceptable" -> "Pre-selected Candidate"

"Not acceptable" -> "End of Participation"

## Presenting an Application to EMSA

### REVIEW CHECKLIST BEFORE SENDING!

- Two sealed envelopes (one inside the other)
- One submission per lot, i.e., different lot ➡ different envelope
- Submission of 1 original paper copy of the application + electronic copy to [NEG12013@emsa.europa.eu](mailto:NEG12013@emsa.europa.eu)
- Separation of documentation into Parts A – E
- Justification for non-inclusion of requested documentation
- Applications can be in any official language of the EU (preferably English)
- Point 5.6: General Description of Proposed Arrangement: Must include copy in English

## Invitation to Apply: Cover Letter

### Point 9: Request for Additional Information

- Email: [NEG12013@emsa.europa.eu](mailto:NEG12013@emsa.europa.eu)
- “Questions & Answers” published on EMSA website but not company name
- Deadline for submission of Questions latest 6<sup>th</sup> March 2013

### Point 3: Application Deadline

✓ 13<sup>th</sup> March 2013

# Thank You

<http://www.emsa.europa.eu/2013-oil-recovery-vessels-procedure.html>