

**Information Meeting  
EMSA NEG/1/2014 – Stand-by Oil Spill  
Recovery Vessels**

**Invitation to Apply**

**January 2014**



## Key Issues

1. Procurement Procedure
2. Geographical Areas/Lots
3. Procurement Timetable
4. Submitting “Applications”

# Procurement 2014: Negotiated Procedure

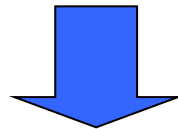
## 2 Step Approach:

Step 1 - "Invitation to Apply"

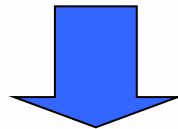
Step 2 - (Restricted) "Invitation to Tender"

## Step 1: Invitation to Apply

Publication of Invitation to Apply in the OJEU on 2 January  
(Open to any Interested Party)



Submission of Applications: Deadline **18 February**



Evaluation of Applications as per Enclosure 1: Criteria



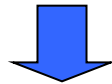
Determination of Pre-Selected Candidates

## Step 2: Invitation to Tender

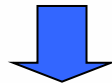
Invitation to Tender (restricted): Pre-Selected Candidates



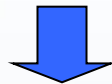
Submission of Bids



Improvement to Bids: Best Quality/Price Ratio



Submission of Final Bids



Evaluation of Bids: Info provided in the Tender Specifications



**Award of Contracts**

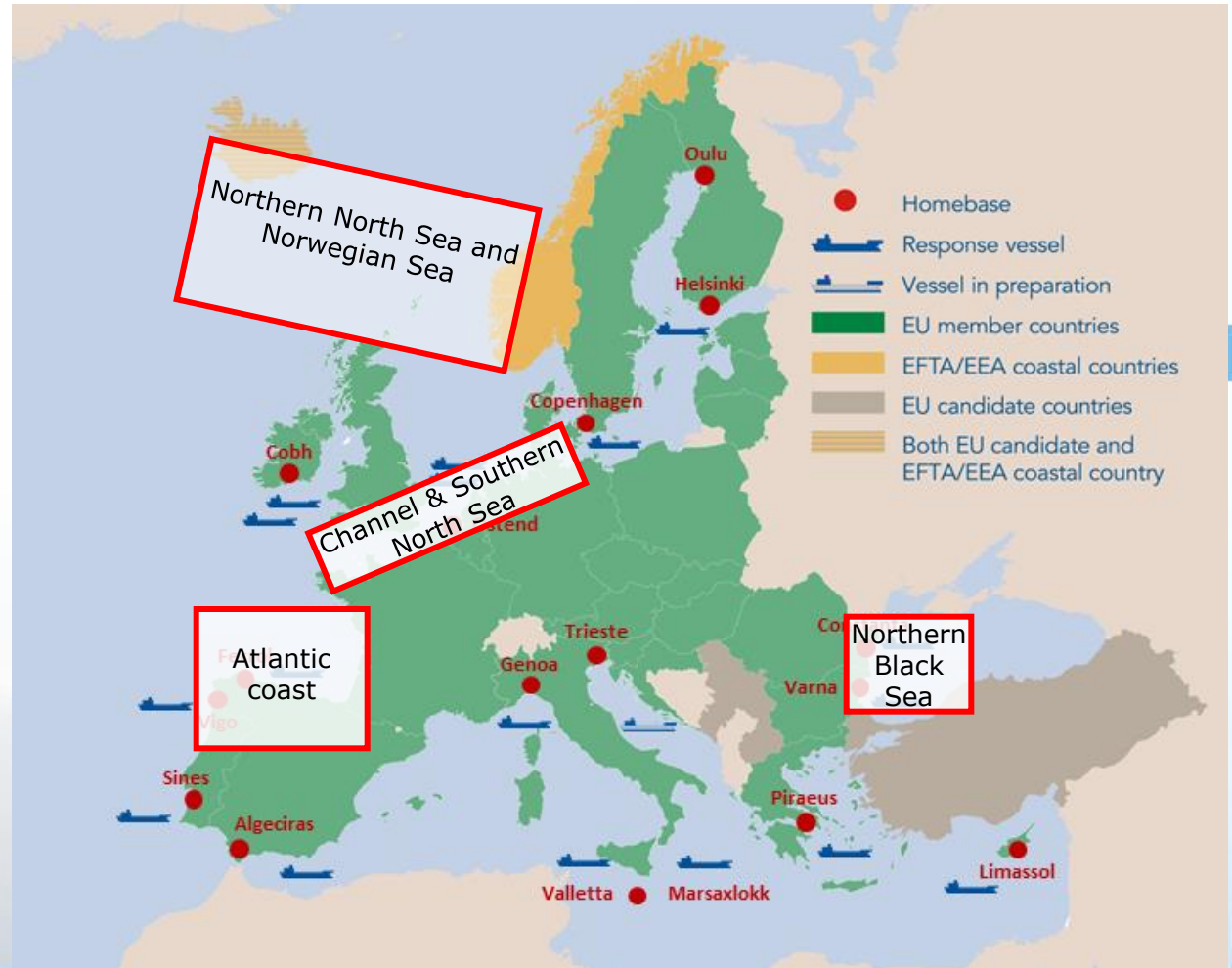
# Geographical Areas (lots)

**Lot 1:**  
Atlantic coast

**Lot 2:**  
Northern North Sea

**Lot 3:**  
Channel and Southern North Sea

**Lot 4:**  
Northern North Sea and Norwegian Sea



## Lot 1: Atlantic coast

Atlantic European coastal area from Porto (Portugal) to and including Donges (France), and limited by the 13° meridian west.

**Indicative capacity:**

1,250 m<sup>3</sup>

**Minimum capacity/vessel:**

700 m<sup>3</sup>

**Budget: € 3.9 m**

+

**Equipment transfer**

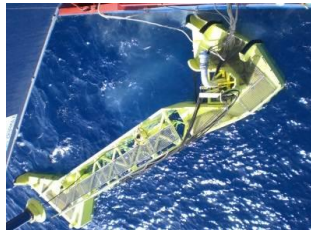
+

**Purchase**

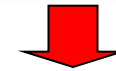


## Equipment solution

**Set of equipment transferred from the previous contractors**



**Purchase**



**Some additional equipment**

- 2 x Sweeping arm
- 2 x 250m booms
- Offshore skimmer
- Weir boom
- High-capacity skimmer
- Slick detection system
- Additional small equipment



## Lot 2: Northern Black Sea

The Northern Black Sea area limited by the coastline of Bulgaria and Romania and by the 32° meridian east

**Indicative capacity:**

1,250 m<sup>3</sup>

**Minimum capacity/vessel:**

700 m<sup>3</sup>

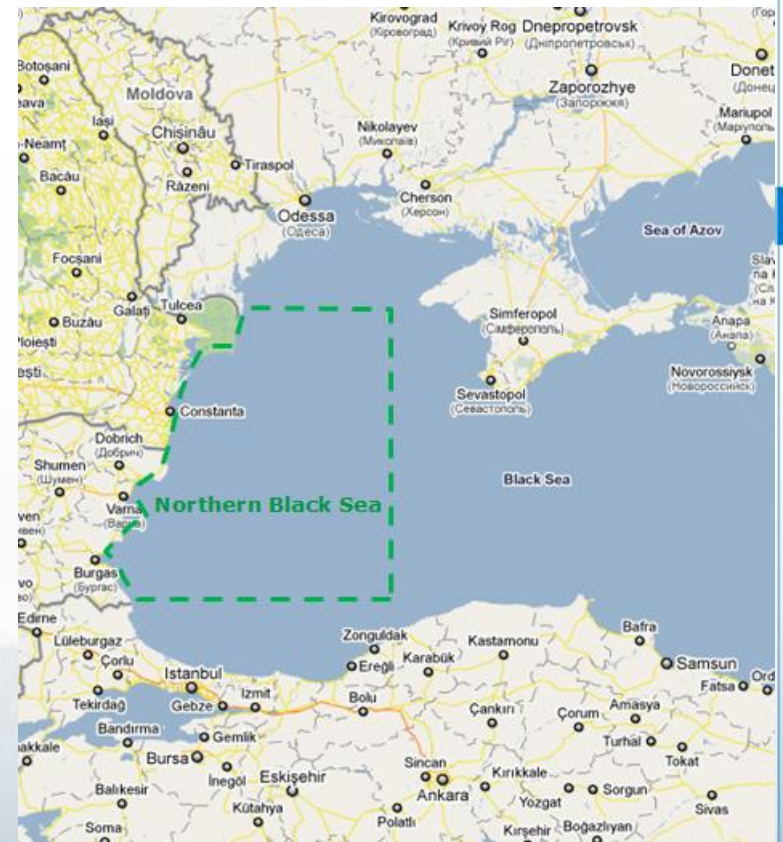
**Flashpoint:**

Below 60°C

**Budget: € 4.0 m**

**+**

**Equipment transfer**



## Equipment solution

**Set of equipment transferred  
from the previous contractors**



- **2 x Sweeping arm**
- **2 x 250m booms**
- **Offshore skimmer**
- **High-capacity skimmer**
- **Slick detection system**
- **Additional small equipment**

## Lot 3: Channel and Southern North Sea

Southern coastline of the United Kingdom from Lands' End to Hull and the European Continental coastline from Esbjerg (Denmark) to Donges (France)

### Indicative capacity:

1,250 m<sup>3</sup>

### Minimum capacity/vessel:

700 m<sup>3</sup>

**Budget: € 3.3 m**

+

**Equipment transfer**

+

**Purchase**

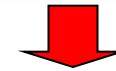


## Equipment solution

**Set of equipment transferred from the previous contractors**



**Purchase**



**Some additional equipment**

- **2 x Sweeping arm**
- **2 x 250m booms**
- **Offshore skimmer**
- **Slick detection system**
- **Additional small equipment**

## Lot 4: Northern North Sea and Norwegian Sea

Western coastline of Norway, the Faroe Islands the southern coast of Iceland and limited by the 25° meridian west and between 58° and 65° parallel north.

**Indicative capacity:**

1,250 m<sup>3</sup>

**Minimum capacity/vessel:**

700 m<sup>3</sup>

**Flashpoint:**

Below 60°C

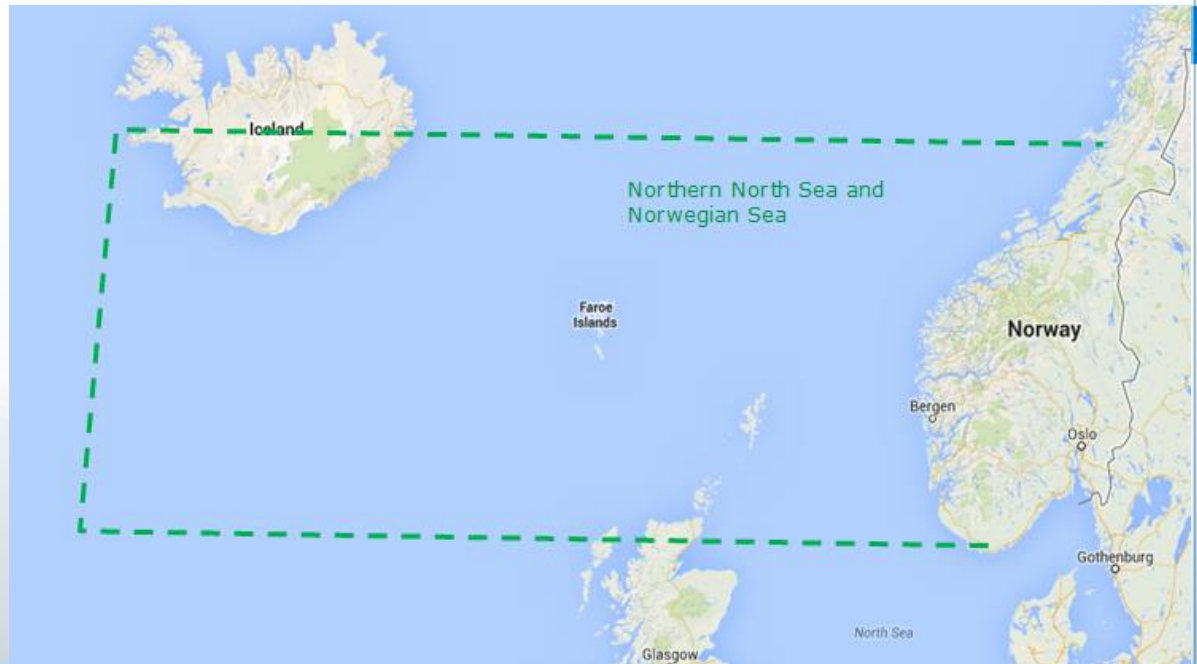
**Budget: € 5.4 m**

**+**

**Equipment transfer**

**+**

**Purchase**



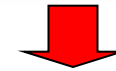
## Equipment solution

**Set of equipment transferred from the previous contractors**



- **2 x Sweeping arm**
- **2 x 250m booms**
- **Offshore skimmer**
- **Slick detection system**
- **Additional small equipment**

**Purchase**



**Some additional equipment**

Lot	Maximum Availability Fee	Maximum Equipment Price per set	Maximum Pre-fitting Price per vessel	Maximum overall budget
1. Atlantic coast	€2.6m	€0.5m	€0.8m	€3.9m
2. Northern Black Sea	€2.5m	€0.7m	€0.8m	€4.0m
3. Channel and Southern North Sea	€2.4m	€0.3m	€0.6m	€3.3m
4. Northern North Sea and Norwegian Sea	€2.5m	€2.1m	€0.8m	€5.4m

**Contract Duration:** 4 years

**Renewable:** once for additional 4 years (8 years in total)

# Phase 1 Invitation to Apply





## PROCUREMENT PHASE 1: Invitation to Apply

<p><b>“Contract Notice”</b> publication in OJEU</p>	<p><b>Documents available on</b> <b><a href="http://www.emsa.europa.eu">www.emsa.europa.eu</a></b></p>	<p>2 January</p>
<p>“Application” Preparation</p>	<p>Interested Parties prepare “light” documentation</p>	<p>January - February</p>
<p><b>Information Meeting</b></p>	<p>Procurement Procedure and Technical Elements  Netherlands and Norway</p>	<p>22 – 23 January</p>
<p><b>“Application” Deadline</b></p>	<p><b>“light” documentation submission</b></p>	<p><b>18 February</b></p>
<p>“Application” Evaluation</p>	<p>Identification of “Pre-selected Candidates” by EMSA</p>	<p>March</p>

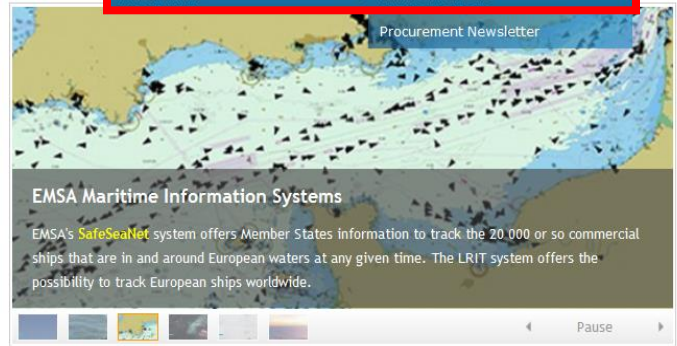
[www.emsa.europa.eu](http://www.emsa.europa.eu)

“Working with us” → Procurement → “Calls for Tenders”



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- Career Opportunities
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**EMSA Maritime Information Systems**

EMSA's **SafeSeaNet** system offers Member States information to track the 20 000 or so commercial ships that are in and around European waters at any given time. The LRIT system offers the possibility to track European ships worldwide.

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Latest News

[New procurement procedure for oil recovery vessels](#)  
8.12.2013

In order to strengthen its response capacity network EMSA announces the launch of a procurement procedure to contract new oil recovery vessels. The geographical areas concerned re: Atlantic Coast; Northern [...]

Recently Updated

- [Newsletter January 2014](#)  
08.01.2014
- [Training & Cooperation Newsletter](#)  
06.01.2014
- [EMSA/CDI/01/2014](#)  
09.01.2014

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### Procurement Menu

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- Ongoing calls for tender
- Tender Archives
  - Period 2011 - Today
  - Period 2006-2010
  - Awarded contracts

### Important Information for Tenderers

Read the [Guidelines for Tenderers](#) before submitting your bids.

[Remedies](#)

### Documents for Tenderer

- [Financial Form](#)
- [Legal Entity Form](#)
- [Declaration on Honour](#)
- [General Conditions for Purchase Order](#)
- [Low-value procurement procedure Tendering Conditions](#)  
*(applicable only if Invitation to Tender refers to them)*

### Procurement Newsletter

If you are interested in receiving

## Calls for Tenders



Requests for additional information regarding procurement procedures must be sent **exclusively to the email indicated in the tender documentation.**

Tender related questions and answers are published in this page (pdf file below tender documentation zip files).

Responsibility for monitoring the Agency's website for replies to 'questions/answers' and/or further information remains with potential candidates.

	Description	Published	Deadline	Files	Updated
<a href="#">EMSA/OP/15/2013</a>	Oil spill monitoring and vessel detection services for EMSA CleanSeaNet <i>(deadline extended)</i>	05.12.2013	28.02.2014	<a href="#">EMSA_OP152013.zip</a> <a href="#">Questions &amp; answers</a> <a href="#">EMSAOP152013 Tasking Areas WGS84.zip</a>	08.01.2014
<a href="#">EMSA/NEG/1/2014</a>	Service contracts for standby oil spill recovery vessel(s)	02.01.2014	18.02.2014	<a href="#">NEG-1-2014.zip</a> <a href="#">Questions &amp; answers</a> <a href="#">Agenda Info Meeting (NL)</a> <a href="#">Agenda Info Meeting (NO)</a>	10.01.2014
<a href="#">EMSA/OP/20/2013</a>	IT services for electronic human resources management	02.01.2014	10.02.2014	<a href="#">OP-20-2013.zip</a> <a href="#">Questions &amp; answers</a>	08.01.2014
<a href="#">EMSA/CDI/01/2014</a>	Service Contract for Aerial Application of Dispersant Services	03.01.2014	10.02.2014	<a href="#">CDI-01-2014.zip</a> <a href="#">Questions &amp; answers</a>	09.01.2014
<a href="#">EMSA/OP/19/2013</a>	General communication and publication services	14.12.2013	27.01.2014	<a href="#">OP_19_2013.zip</a> <a href="#">Questions &amp; answers</a>	08.01.2014

# www.emsa.europa.eu Invitation to Apply

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- ✂️ [Declaration on Honour](#)
- ✂️ [General Conditions for Purchase Order](#)
- ✂️ [Low-value procurement procedure Tendering Conditions](#)  
(applicable 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:

z a h

**EMSA/NEG/1/2014**

Published	02.01.2014
Deadline	18.02.2014

Service contracts for standby oil spill recovery vessel(s)

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

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

This procurement procedure for stand-by oil spill recovery vessels will cover the following geographical areas:

- Atlantic Coast
- Northern Black Sea
- Channel and Southern North Sea
- Northern North Sea and Norwegian Sea

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

Two Information Meetings open to any interested party, will be organised in January (see the details in the table below). Prior registration is not needed. Although it would be appreciated for logistic purposes to receive an e-mail ([NEG12014@emsa.europa.eu](mailto:NEG12014@emsa.europa.eu)) indicating the participation in the meeting.

Country	City	Date	Location	Agenda	Presentations
The Netherlands	Delft	22/01/2014 14:00-	Dutch Ministry of Infrastructure & Environment	[download]	
		15:30			
Norway	Stavanger (Sandnes)	23/01/2014 14:00-	Norwegian Clean Seas Association for Operating Companies (NOFO)	[download]	
		15:30	Vassbotnen 1 4313 Sandnes		

The relevant Contract Notice for this procedure (reference 2014/S 001-000004) as published in the Official Journal of the European Union can be found in the following [link](#).

- 📄 [NEG-1-2014.zip](#)
- ✂️ [Questions & answers](#)
- ✂️ [Agenda Info Meeting \(NL\)](#)
- ✂️ [Agenda Info Meeting \(NO\)](#)

Updated \_\_\_\_\_ 10.01.2014

## Documents Included in Zip File

### Invitation to Apply

Cover letter: deadline & hard original + electronic copy

### Enclosures:

- 1: Application Specifications: main requirements
- 2: Check-List: review it before sending application
- 3: Legal Entity Form
- 4: Financial Entity Form
- 5: Declaration of Honour
- 6: Template for "Statement of Subcontracting/Joint Offer"

## Invitation to Apply: Cover Letter

### Point 9: Request for Additional Information

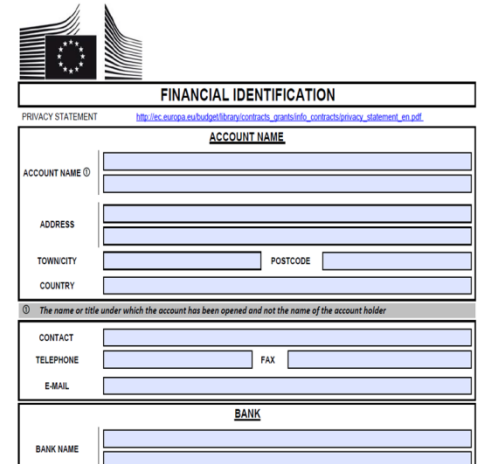
- Email: [NEG12014@emsa.europa.eu](mailto:NEG12014@emsa.europa.eu)
- “Questions & Answers” published on EMSA website **but** not company name
- Deadline for submission of Questions latest 11 February 2014

### Point 2: Application Deadline

**18 February 2014**

## Presenting an Application to EMSA

- 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 [NEG12014@emsa.europa.eu](mailto:NEG12014@emsa.europa.eu)
- Justification for non-inclusion of requested documentation
- Applications can be in any official language of the EU (preferably in English)
- Point 10.6: General Description of Proposed Arrangement: must include copy in English
- Separation of documentation into **Parts A – E** (as per the Checklist)



The image shows a 'FINANCIAL IDENTIFICATION' form. At the top left, there is a 'PRIVACY STATEMENT' link: [http://ec.europa.eu/budget/library/contracts\\_grantsinfo\\_contracts/grantsinfo\\_privacy\\_statement\\_en.pdf](http://ec.europa.eu/budget/library/contracts_grantsinfo_contracts/grantsinfo_privacy_statement_en.pdf). The form is divided into several sections: 'ACCOUNT NAME' with a text input field; 'ADDRESS' with a text input field; 'TOWN/CITY' and 'POSTCODE' with separate text input fields; 'COUNTRY' with a dropdown menu; 'CONTACT' with 'TELEPHONE' and 'FAX' text input fields, and an 'E-MAIL' text input field; and 'BANK' with a 'BANK NAME' text input field. A small note below the contact section reads: 'The name or title under which the account has been opened and not the name of the account holder'.

# Preparing the Application

## Point 9 - Requirements as to the application

### PART A:

- Signed Cover Letter: Specify person heading project (9.A.1);
- "Statement of Subcontracting/Joint Offer" – in case of grouping (9.A.2);
- Signed document authorising person to submit application & sign contract (original) (9.A.3);
- Legal Entity Form (9.A.4): 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).
- Financial Identification Form: filled and signed by the account holder and the bank (9.A.5).



# Preparing the Application

## Point 9 - Requirements as to the application

### PART B:

- Declaration on Honour: completed and signed by EACH company (9.B.6);  
  
or alternatively
- Additional proof (10.3) - Exclusion Criteria (per member of grouping):
  - (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.

# Preparing the Application

## Point 9 - Requirements as to the application

### PART C: Documents for proving the Economic and Financial Capacity (per member of grouping) (Point 10.4):

Information for last 3 financial years (closed accounts):

- Balance sheets (9.C.7);
- Statement of overall turnover and Profit and Loss account (9.C.8)

or

Annual budget for last year (for semi-public or non-profit organisations) (9.C.8).

➔ Evaluated according to International Rating Practice

# Preparing the Application

## Point 9 - Requirements as to the application

### PART D: Technical and professional capacity criteria of Company/Consortium (10.5)

- Document of Compliance (DoC) for International Safety Management (ISM) Code including the related latest external audit (9.D.9);
  - 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 (9.D.10);
- Where applicable, additional list of relevant services for last 5 years (9.D.11);
  - Grouping: criteria evaluated as a group, not individually

# Preparing the Application

## Point 9 - Requirements as to the application

### PART E: General Description of the proposed arrangement (10.6)

- General description of the arrangement (9.E.12);
- Vessel(s) identification and characteristics: IMO number, heating, pumping, and storage capacities, speed, GA plan (9.E.13);
- Usual area of operation & economic activity (9.E.14);
- Proposed location of any response equipment stockpiles (9.E.15);
- Draft mobilisation plan (9.E.16).


# Application Evaluation

## Evaluation Result:

Application meeting exclusion and selection criteria?

-> "Pre-selected Candidate"

If not -> "End of Participation"

The background of the slide is a photograph of a large, powerful ocean wave with white foam, breaking over a dark sea under a bright sky. The image is slightly faded to allow the text to stand out.

# **Phase 2 & 3 Invitation to Tender and Negotiation**

## PROCUREMENT PHASE 2: Invitation to Tender

"Invitation to Tender"	"Invitation to Tender" sent "Pre-selected Candidates"	24 March
Visit to EMSA stockpiles	Opportunity to review equipment for transfer	31 March – 04 April
Clarification meetings	Clarification with candidates	07 April – 11 April
Preparation of Tenders	Documentation preparation	April - May
<b>"Tender" Deadline</b>	"Heavier" documentation submission	<b>12 May</b>

## 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>22 August</b>
Final Tender Evaluation	Awarding of contracts	October - November



# To be prepared for the tender phase

- **Technical Specification of the vessel**
- **Pollution Response Equipment**
- **Mobilisation Plan**
- **Training Programme**
- **Financial Offer**

**Thank You**