

**TO BE COMPLETED ONLY BY THOSE PRE-SELECTED CANDIDATES THAT WILL
BE INVITED TO TENDER DURING THE PHASE II – TENDER PHASE**

ENCLOSURE T.3 – BID TEMPLATE

**Enclosed to Procurement Procedure No EMSA/CPNEG/4/2021 - Service Contract
for Equipment Assistance Service (EAS) – Northern Baltic Sea**

Competitive procedure with negotiation

Phase II – Invitation to Tender

In case of Individual submission

Name of the company

In case of Joint offer

Name of grouping (if applicable)

Names of the partners

-

-

-

Contact person

Name:

Address:

E-mail:

Fax:

Date & Signature

Done at , on

Signature of the authorised representative

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Parts A, B, C, D and E have already been submitted in Phase I – Request Phase

PARTS A, B, C, D & E (already submitted in first phase)

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Price Award Criteria

H.1 Price Bid Template

Please fill prices in all GREY cells in “price bid template” in appendix. Offers which did not complete all grey cells might be rejected and not be evaluated against the award criteria.

Prices indicated in the grid must be without VAT.

The cost of the initial arrangement (P1) shall remain under the maximum budget allocated (1,360,000 EUR). Bids with prices beyond this ceiling will be rejected and not considered for evaluation.

ANNEXES *(include all additional documentation at the end of the bid)*

PARTS A, B, C, D & E (already submitted in first phase)

(No need to re-send any document unless any change has taken place since last submission)

PART F

Minimum requirements

(Ref. Enclosure T.1 - Tender Specifications point 2)

Respect of the “top-up” principle (ref. paragraph 2.1 of Enclosure T.1 - Tender Specifications)	
The resources offered will be dedicated to the performance of the EAS agreement and not contracted for oil pollution response services by an EU Member State, Iceland, Norway or a third country sharing a regional sea basin with the EU. The resources will remain available via EMSA to the affected coastal State requesting assistance.	Yes No
Geographical Scope (ref. paragraph 2.2 of Enclosure T.1 - Tender Specifications)	
The equipment stockpile shall be located on the coastline of an EU Member State within the area defined on the North by a line running from Gävle (Sweden) to Rauma (Finland) and on the South by a line joining Norrköpping (Sweden) to Liepāja (Latvia).	Yes No
Tenderer undertakes to cover a broader geographical scope of operation including all European regional seas if so requested.	Yes No
Contractual framework of the EAS (ref. paragraph 2.3 of Enclosure T.1 - Tender Specifications)	
The tenderer accepts the terms and conditions and the structure of the Framework Contract for Services (Enclosure T.2), the Specific Contract (Annex IV to Enclosure T.2) and the Incident Response Contract-Equipment (IRC-E) (Annexes III and VI to Enclosure T.2)	Yes No
Project phases and timetable (ref. paragraph 2.4 of Enclosure T.1 - Tender Specifications)	
The tenderer accepts the project phases and indicative timetable as per point 2.4 of Enclosure T.1 - Tender Specifications	Yes No
Potential equipment to be stored, maintained and operated within the EAS (ref. paragraph 2.5 of Enclosure T.1 - Tender Specifications)	
The tenderer accepts the content of the initial equipment package to be included in the EAS arrangement	Yes No

Initial Services (ref. paragraph 2.6.1 of Enclosure T.1 - Tender Specifications)	
<p>The tenderer accepts to provide the services in line with the requirements set under point 2.6.1 of Enclosure T.1 - Tender Specifications.</p> <p><i>(Further detailed description of the offer is required under Part G below)</i></p>	Yes No

Additional services (ref. paragraph 2.6.2 of Enclosure T.1 - Tender Specifications)	
Additional storage space for equipment	
<p>Ability to provide for equipment, upon request, 600 m² of additional indoor storage space fulfilling requirements set under point 2.6.2.1 of Enclosure T.1 – Tender Specifications</p>	Yes No
Description	<i>Insert description here</i>
Additional insurance cover	
<p>Ability to procure, upon request, additional insurance cover for additional equipment as per the requirements under point 2.6.2.2 of Enclosure T.1 –Tender Specifications</p>	Yes No
Additional person day(s) for maintenance	
<p>Ability to provide, upon EMSA's request, additional person day(s) as per the requirements under point 2.6.2.3 of Enclosure T.1 –Tender Specifications</p>	Yes No
Additional Equipment condition test(s)	
<p>Ability to conduct additional tests as per the requirements under point 2.6.2.4 of Enclosure T.1 –Tender Specifications</p>	Yes No

PART G

Quality Award Criteria

(Ref. Enclosure T.1 – Tender Specifications point 12.1)

G.1. Quality of the arrangement for storage, maintenance, equipment condition tests and insurance (Q1)

G.1.1. Initial storage space offered

Include your detailed description of the initial storage space here considering as a minimum:

- Where the offered storage space is within a warehouse with other goods also being stored, indicate the type of goods stored and how it is intended to segregate the EMSA equipment from the rest of the warehouse;
- Whether it is planned to rent space in the warehouse to other customers;
- The access rules to the warehouse;
- Information regarding the storage space security measures.

In addition, please fill in the following table:

Initial storage space	
Requirements	Description
Minimum 900 m ² indoor storage space for equipment	
All initial storage space offered is established at one single location. If storage space offered within a larger warehouse, space must be separated by physical walls from the rest of the warehouse.	
The storage space offered is dedicated to EMSA.	
The storage space will be owned, rented or in any other way under the control of the Tenderer for the duration of the Framework Contract.	
Indoor storage space for equipment	
Requirements	Description
Fully enclosed indoor space, covered by a roof and side walls	
Gated, with a gate entrance allowing safe movement of a 40ft	

container on a trailer	
Fenced and secured (24/7 security service)	
Equipped with heating capabilities to ensure the temperature inside stays above +5°C (in areas where outside temperature drops below that level)	
Provided with electricity, adequate lighting, fire-fighting means and fresh water supply.	
EMSA logo on front wall of the warehouse	
Preference Warehouses entirely dedicated to EMSA and not shared for the storage of other goods or other purposes	
Preference Buildings with existing high standard of environmental performance in terms of energy efficiency and sustainable use of resources (supporting evidence as per point 2.6.1.1 of the Tender Specifications to be provided)	
Preference Indoor storage space safe load limit allows double stacking of 20ft containers weighting in total not less than 16 tonnes (supporting evidence as per point 2.6.1.1 of the Tender Specifications to be provided)	
Warehouse Supplementary Information	
Warehouse Construction Details	
Construction date of the building(s)	
Construction materials of the walls of the building(s)	
Construction materials of the roof of the building(s)	

Construction material of the floor building(s)	
Is asbestos included in the construction of the building(s)?	
Construction material of the outside area	
What is the construction history of the building(s), i.e. a new-build or has been subject to a major renovation in the past	
Does the facility offer amenities such as meeting rooms, staff facilities, technical rooms or workshops space ?.	
Warehouse Environment	
Ambient temperature	
Heating equipment used to keep the internal temperature of the building(s) above +5°C	
What is the window surface area of the building(s)?	
Please describe the lighting system used in the building(s)	
Is there sufficient drainage on the site for rainwater run-off?	
Please describe the fire detections systems in the building(s) including as a minimum date of installation and of last inspection	
Please describe the fire- fighting systems in the building(s) including as a minimum date of installation and of last inspection	
Please describe the ventilation system used in the building where the equipment would be stored	
Does the warehouse or the outdoor area offer a wash bay for the cleaning/wash-down of the equipment? If yes, is this equipped for collection of washed water?	
Warehouse surroundings	
Are any dangerous goods stored in neighbouring units within 400m of the facility? If so, please list the chemicals concerned. Is there a possibility of dangerous goods being stored within 400m of the facility in the future?	

Are any loose bulk materials or liquids stored either externally or internally within 400m of the facility? If so, please list the bulk materials and liquids concerned. Is there a possibility of bulk materials and liquids being stored within 400m of the facility in the future?	
Are there any measures put in place to stop this bulk material from contaminating items stored on or in the potential facility?	
Environmental performance in terms of energy efficiency and sustainable use of resource	
What is the energy efficiency certification of the facility?	
Does your company have an established waste management scheme?	
Does your company have any other environmental management/sustainability certification?	

Attach relevant documents including, as a minimum, the following:

- 1) Relevant proof of ownership, rental contract or any other proof that the proposed initial indoor storage space will be under the control of the Tenderer;
- 2) Relevant plans, layouts, material data sheets, energy efficiency certificate(s), reports on sustainability of the building or any other documented proof demonstrating the building's environmental performance;
- 3) Relevant evidence of the indoor storage space safe load, confirming the capability to store double-stacked 20ft containers weighting in total not less than 16 tonnes;
- 4) Layouts / plans / drawings of the warehouse clearly indicating / highlighting the EMSA dedicated space.
- 5) Pictures and video footage of the offered storage space and the most relevant elements (e.g. equipment testing area, warehouse lighting, fire-fighting system, etc.).

NOTE: Information based only on statements included in the bid will not be considered sufficient if not substantiated by proper supporting evidence.

G.1.2. Maintenance (Ref. Enclosure T.1 Tender Specifications and Appendix 2 – Maintenance Guidelines)

Include here your description of the maintenance plan and the associated logistics, as well as the minimum number of person-days of maintenance per calendar quarter provided (in line with point 2.6.1.4 of the Tender Specifications).

G.1.3 Equipment condition tests

Include your **detailed description** here.

In addition, please fill in the following table:

Requirement	Description
Description of the designated testing facility(ies), alternate facility(ies) and associated logistics for equipment deployment in line with the EAS Equipment Condition Tests and Exercises Guidelines attached as Appendix 3 to the Enclosure T.1 – Tender Specifications	
Detailed method of deployment for combined recovery system (e.g. Current Buster, Speed Sweep), indicating all the relevant steps taken and the number of staff members performing the tests	
Detailed method of deployment for an offshore skimmer set, indicating all the relevant steps taken and the number of staff members performing the tests	

G.1.4 Insurance

Please describe the proposed insurance arrangement(s) covering the equipment. Please include as a minimum the following information and indicate the relevant section of the general conditions of the proposed insurance policy and of the cover note:

- Applicable limits;
- Basis of valuation in case of total loss;
- Basis of valuation in case of repairs;
- Waiver of the insurers' rights of subrogation;
- Deductibles (Deductibles below EUR 6,000, including for the equipment whilst in use, are **preferred**);
- Exclusions.

Please attach a copy of the proposed insurance contract (cover note, Insurance supplier quote, policy and general conditions) for the equipment.

G.2. Completeness and Quality of the Mobilisation Plan (Q2)

Include your text here, including confirmation of the access to the storage place for mobilisation purposes during day and night time.

In addition, please fill in the following table:

Requirement		Description
Address of the storage place		
Indicate distance and truck transit time to closest:	port infrastructure	
	railway transportation	
	air transport	
Mobilisation of personnel (maximum time needed to be available at the warehouse)		
Equipment handling (maximum time needed to be available at the warehouse)		
Equipment transport (maximum time needed to be available at the warehouse)		
Mobilisation time (Maximum 12 hours)		
Preference Loading machinery (e.g. forklift trucks, cranes) and transport vehicles used for the purpose of implementing the contract with a low environmental impact (supporting evidence as per point 2.6.1.5 (b) of the Tender Specifications to be provided)		

Attach relevant documents including as a minimum the following:

1. Map showing location of the offered storage space and its proximity to port infrastructure, railway transportation and air transport;
2. Draft Mobilisation Plan addressing as a minimum the elements detailed under point 5 of the EAS Mobilisation / Demobilisation Procedures attached as Appendix 1 to the Enclosure T.1 – Tender Specifications;

In addition, if applicable, please attach the certificates of conformity of the vehicles or the technical sheet of the machinery where the green technology specifications (as per point 2.6.1.5 (b) of the Tender Specifications) are stated. For battery electric vehicles or machinery, as evidence, the tenderers must present a declaration with the warranty terms.

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G.3. Quality of the team assigned to the service (Q3)

Fill the staff list in the table below with the relevant information on the Team assigned to the service as described in the Tender Specifications.

In order to assess the suitability of the proposed team to perform the required tasks, the list shall include per profile the minimum number of staff required, balance of profiles and breakdown of tasks (i.e. which profile is going to do which task) in accordance with the Enclosure T.1 - Tender Specifications.

Team Member Name	Profile as per Tender Specifications (Project Manager, technical support personnel, mobilisation contact point)	Key responsibilities and tasks within the team, according to working experience	Working experience (years and position(s)) in activities similar to those in the role assigned in the team For team members acting as technical support personnel and the project manager, please indicate whether the person(s) has been part of environmental training programme(s) on the environmental policy/management system of the company and on the environmental impact of their work*

* Please enclose the environmental training certificates and/or records of the training sessions.

G.4. Quality of the environmental performance (Q4)

The tenderers and/or any other subcontractor with significant role in performance of the contract (i.e. those subcontractors whose individual share of the contract is above 10%) or subcontractors performing critical tasks for the contract implementation (i.e. warehouse provider, freight forwarder, maintenance services provider) shall describe their existing environmental policies and/or management systems.

Please provide supporting evidence such as environmental policy or environmental management system manual as approved by the company's management.

Tenderers and subcontractors with a third-party certified environmental management system (e.g. ISO 14001 and/or EMAS (Eco-Management and Audit Scheme)) are **preferred**. As evidence, the ISO14001 certificate and/or EMAS certificate as well as the last internal and external audit reports shall be provided.

NOTE: Information based only on statements included in the bid will not be considered sufficient if not substantiated by proper supporting evidence.

PART H

Price Award Criteria

(ref. Enclosure T.1 – Tender Specifications, point 12.2)

H.1 Price Bid Template

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