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| **Dagöplast AS** **Extruder screws** |
| **Tender Documents** |
| Käina 2019 |

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# OVERALL INSTRUCTIONS

* 1. Tenderers must submit their tenders for the whole Works as required in accordance with the Tender documents. No tenders will be accepted for partial lots.
	2. By submitting their tenders, Tenderers are considered to have become familiar with all relevant laws, acts and regulations of the Republic of Estonia that in any manner may affect or apply to the operations and activities under the Tender and subsequent contract.
	3. The Tenderer must bear all costs associated with the preparation and submission of its tender, and the Employer will in no case be responsible or liable of those costs, regardless of the outcome of the tendering process.
	4. Submission of the tender by a joint venture of two or more firms as partners is not permitted.
	5. Subcontracting is permitted providing that the contractual liability remains with the Tenderer and providing that the whole of Works must not be subcontracted.
	6. Each firm must submit only one tender.
	7. The tender document and annexes attached are available **in English.**
	8. All correspondence relating to the tender and exchanged between the Tenderer and the Employer must be **in English or in Estonian.** The tender must be signed by duly authorised person or persons on behalf of the company.
	9. Any information related to the tenders is confidential.
	10. Employer has the right to turn down tenders which have an unreasonably low price. Employer has the right to cancel the tender and turn down all tenders.

# CLARIFICATIONS DURING TENDERING

* 1. A Tenderer requiring any clarification of the Tender Documents may send a notice to the Employer through Estonian Public Procurement Register or by e-mail using the address stated in this document (pt 4.8.) at any time not later than **4 working days** prior to the deadline for the submission of tenders. The Employer must respond in writing to such requests for clarification within **3 working days to all tenderers**.
	2. Tenderer has the right to make a site visit during the tendering period. Time for a site visit must be proposed by the tenderer and agreed by the Employer during the tendering period. The Employer must confirm or propose a new time at least within **3 working days**.

# NEGOTIATIONS AFTER SUBMITTING OF TENDERS

* 1. Negotiations between the Employer and the Tenderer may be held about the extent and cost of the Works after the opening of Tenders. The negotiations are confidential. The outcome of negotiations is protocolled.
	2. After closing of negotiations, the Employer must set and inform the Tenderers of a term by which the Tenderers are entitled to submit their written clarifications and adjustments regarding their Tenders, taking into consideration what has been discussed during negotiations.
	3. The Employer must award the Contract after announcement of the successful Tenderer.
	4. The Employer has the rights to award the Contract to the next highest ranked tender or decide to close the Tender without awarding the Contract, or to re-Tender in following cases:
		1. the successful Tenderer fails to sign the Contract, which is already pre-signed by the Employer, within the period of tender validity, or any extension granted thereof;
		2. the tenderer disagrees to sign the Contract on terms and conditions given in this tender document.

# REQUIREMENTS FOR THE TENDER OFFER

* 1. The Tender prices must be quoted in EUR.
	2. The Tender price must be quoted as Lump sum and must include **all costs for materials, equipment, works and services in respect of the design, manufacture, procurement and subcontracting (if any) and completion of the Works on a turnkey basis** to full extent and in appropriate quality in accordance with the Tender Documents or generally accepted practice. This includes all requirements under the Contractor's responsibilities for **commissioning and testing** and such other items and services as may be specified in the Tender Documents.
	3. The Tender price must be quoted **without VAT** (Value Added Tax). All other taxes, duties (including import and custom duties), charges for licences, certificates, working permits and other levies payable or already paid within and outside Estonia must be inclusive in Tender price.
	4. The Contract price offered by the Tenderer must be fixed during the performance of the Contract and must not be subject to any adjustment or indexation.
	5. The offer must remain valid until **22.11.2019**. The offer must remain binding upon the Tenderer till the expiration of the period of the tender validity or upon signing of the Contract, or upon receipt of the letter of rejection. Tender valid for a shorter period may be rejected by the Employer as non-responsive.
	6. The Employer may request the Tenderers to extend the period of the tender validity for a specified period. The Tenderer granting the extension must not be permitted to modify its tender, tender prices or content. If the Tenderer does not agree to extend the period of the tender validity, the Employer may choose another Tender.
	7. **The payment schedule** must be the following:
* The first payment after the signing of the Contract is **30%** of the total payment.
* Second payment upon announcement of shipping readiness prior to delivery is **60%** of the total payment.
* The last payment after acceptance of the Works by the Employer is **10%** of the total payment. The last payment will be done not more than 30 days after the device has been installed and the Works have been accepted.
	1. The tender must be sent by e-mail. The e-mails must be sent to timmu.tollimagi@energex.ee and as a copy to leo.rummel@energex.ee, marko.err@energex.ee and must include name, position, phone and e-mail of the Tenderer’s contact person for the communication purposes during the Tender process;
	2. The tender must comprise all the documents and information listed below (4.9.1.-4.9.3.):
		1. Letter of Tender prepared in the Form provided as Annex 1 and signed in accordance with this document;
		2. Technical description including drawings covering main equipment, which must allow the Employer to check the compliance of the devices to all technical requirements that are stated in the Technical Specifications below including the manufacturers of main components;
		3. List of deviations from Tender Documents, if any.
	3. There must not be any deviations. If there are deviations, the offer will not qualify. Equivalent deviations are accepted if technical requirements are restrictive of competition or named brands.

# EVALUATION OF TENDER OFFERS

* 1. The evaluation of tenders will be based on assigning points based on a following criteria:
		1. **Lowest Investment Cost (100%)** without VAT in EUR – IC;
		2. For each criterion, the tenderer with the highest ranking will receive 1 point. For each offer ranking next, the best value will be divided with the value of the offer. The resulting number will be the points for the criteria.

Example:

Tenderer 1: IC 100,000 EUR

Tenderer 2: IC 115,000 EUR

Points:

Tenderer 1: IC = 1

Tenderer 2: IC = 100,000/115,000 = 0.87

* 1. The final score of a tenderer will be calculated by weighing the score of each criterion with the weight assigned to that criteria and summing the scores. The results are not rounded. The tenderer with the highest final score wins the tender.

SCORE = IC ∙ 1

Example:

Tenderer 1: SCORE = 1 \* 1 = 1

Tenderer 2: SCORE = 0.87 \* 1= 0.87

Tenderer 1 wins the tender.

# TECHNICAL SPECIFICATION AND REQUIREMENTS

* 1. The Supplier must have delivered to clients at least 5 units of extruder screws in last 3 years that are still in operation. The minimum average annual revenue of the Supplier during the last 3 years must be **200 000 €/year.**
	2. The tenderer must have been in business for at least 5 years.
	3. The installation and testing must be completed and be in accordance with all the requirements of the contract by **28.02.2020**, given that the contract must be signed by **18.10.2019**. If the contract is not signed by **18.10.2019**, then the Employer has the right to start a new tender or to negotiate the terms of the new schedule with the Tenderer.
	4. **The minimal warranty period is 12 months.**
	5. The Supplier must determine the problem through remote troubleshooting or through on site technician within 48 hours. All problems must be fixed within 10 working days.
	6. The works are accepted when all the extruder screws have been installed and work according to the technical specifications described in the tender document.
	7. The delivered equipment (Works) must be in accordance with the following technical requirements:

The Employer must offer total of 7 new extruder screws for plastic extrusion.

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| **Requirements for IBANEZ EX106 extruder screws:** |
| Large screw diameter | 90 mm |
| Length of the large screw | 3000 mm |
| Number of large screws | 1 |
| Small screw diameter | 80 mm |
| Length of the small screw | 2820 mm |
| Number of small screws | 2 |
| The polymer that is used | PE |
| **Requirements for CMG EX107 extruder screws:** |  |
| Large screw diameter | 100 mm |
| Length of the large screw | 3540 mm |
| Number of large screws | 1 |
| Small screw diameter | 60 mm |
| Length of the small screw | 1950 |
| Number of small screws | 2 |
| The polymer that is used | PE;Bio(mater-Bi) |
| **Requirements for EX110 extruder screw:** |  |
| Screw diameter | 65 mm |
| Length of the screw | 1992 mm |
| Number of screws | 1 |
| The polymer that is used | PE |
| **Additional requirements for all the screws:** |  |
| All the screws must be nitrited |  |
| Nitride approximate thickness | 0,6 mm |
| All the screws must be made from special steel | 34CrAlNi7-10 or equivalent |
| To find out the precise screw length, pitch and connection joints the Employer provides the winner tenderer the screws currently in use for up to 7 days.  |  |
| **General requirements:** |  |
| The warranty period is at least | 12 months |
| The supplier must ensure the installation of the equipment. |  |
| The supplier must include schematics/technical drawings of the screws.  |  |