

Invitation to Tender

Supply of printed circuit boards.

Marinei012-A03

1 Background/Introduction

Feritech Global Ltd manufacture geotechnical equipment and are at the forefront of the industry generating innovative equipment that is pushing the industry forward. Due to increase in demand while maintaining quality vs cost it has now been decided to expand our in-house capabilities further and expand the drawing office while simultaneously bringing in the latest software

The purchase of this software is part of a grant funded application process and therefore procurement will be subject to grant approval of the project as a whole. We will compare tenders received on a compliance basis only.

2 Project Specifications

The supplier should be able to meet the following specifications.

- 2.1 The supplier should be familiar with Feritech circuit boards.
- 2.2 Boards should be able to be manufactured to accurate design specifications.
- 2.3 Willing to sign a NDA (non-disclosure agreement) on which design specifications will released.
- 2.4 The use of a certified supply chain.
- 2.5 Supply of 500 boards of varying designs.

3 ITT Timetable

The anticipated timetable for submission of the tender and commission milestones are set out below:

Activity	Date
Date ITT available on Contracts Finder	13 th December 2017
Last date for raising queries	24 th December 2017
Last date for clarifications to queries	30 th December 2017
Deadline to return ITT	2 nd January 2018
Evaluation of ITT	3 rd January 2018
Award of Contract	This is subject to successfully obtaining grant funding and will normally be no

	later than 90 days from contract evaluation
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4 Conflicts of Interest

Please provide a statement with regards to a conflict of interest for this procurement through the provision of either: -

A Declaration that to your knowledge there is no conflict of interest between your company and Feritech Global Ltd that is likely to influence the outcome of this procurement either directly or indirectly through financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the contexts of this procurement procedure.

Or

A Declaration that there is a likely conflict of interest between your company and Feritech Global Ltd that is likely to influence the outcome of this procurement either directly or indirectly through financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the contexts of this procurement procedure, please provide details of this connection.

This will permit Feritech Global Ltd, that in the event of a conflict of interest, appropriate steps are taken to ensure that the evaluation of any submission will be undertaken by an independent and impartial party.

Exclusion

Feritech Global Ltd shall exclude applicants from participation in this procurement procedure where they have established or are otherwise aware that the applicant, to include administrative, management or supervisory staff that have powers of representation, decision or control of the applicant's company, has been the subject of a conviction by final judgment of one of the following reasons: -

- Participation in a criminal organisation
- Corruption
- Fraud
- Terrorist offences or offences linked to terrorist activities
- Money laundering or terrorist financing
- Child labour and other forms of trafficking in human beings

5 Consortium or sub-contracting

Where a consortium or sub-contracting approach is proposed, all information requested should be given in respect of the proposed prime contractor or consortium leader.

Relevant information should also be provided in respect of consortium members or sub-contractors who will play a significant (greater than 25%) role in the delivery of the services under any ensuing Contract.

6 Tender Application Requirements

Please provide paper copies of your application which should include:

1. Confirmation that **you the supplier** are able to meet the requirements outlined in the brief above.
2. **Dated** your response, used our company's full postal address (albeit your submission might be by email) and included the **Reference:** [Marinei012-A03](#)
3. Details of who to **contact** in your company in relation to this tender
4. **Company registration Number and VAT number (if appropriate)**
5. Total cost of providing the goods/services requested in the format required with a breakdown to include:
 - Equipment cost
 - Commissioning of equipment

7 Tender Scoring Criteria

The tender will be scored only on their compliance to the specification set out in section 2 and awarded to the lowest compliant tender.

8 Tender Returns

Tenders may be returned by email or post, or by delivery in person.

Tenders are to be returned by: -

Latest date to be returned: **02/01/2018**

Latest time to be returned: 4:30 pm

If submitting by **email**, tenders should be sent electronically to rob@feritech.com with the following message **clearly noted in the Subject box**;

[Supply of printed circuit boards: Marinei012-A03](#)

Tenderers are advised to request an acknowledgement of receipt when submitting by email.

If submitting by post or in person, the Tender must be enclosed in a sealed envelope, only marked as follows: -

Tender - Strictly Confidential – Supply of printed circuit boards: Marinei012-A03

Contract Reference Number: **Marinei012-A03**

Addressed to:

Robert Ferris

Feritech Global Ltd

3 Leo Cub Ind Centre

Kernick Road

Penryn

Cornwall

TR10 9DQ

The envelope should not give any indication to the Tenderer's identity. Marking by the carrier will not disqualify the tender.

If delivery **by hand** please obtain an official Receipt at point of delivery.

9 Clarification

There will not be any negotiations of any of the substantive terms of the Tender Documents. Only clarification queries will be answered. Any clarification queries arising from the Tender Documents which may have a bearing on the offer should be raised as soon as possible in writing. The deadline for clarification questions is 4 days before the submission date. All e-mailed queries should be sent to: -

Name: Robert Ferris

E-mail: rob@feritech.com

No representation by way of explanation or otherwise to persons or corporations tendering or desirous of tendering as to the meaning of the tender, Contract or other Tender Documents or as to any other matter or thing to be done under the proposed contract shall bind us unless such representation is in writing and duly signed by Robert Ferris of Feritech

Global Ltd. All such correspondence shall be returned with the Tender Documents and shall form part of the Contract.

Tenderers must provide a single point of contact in their organisation for all contact between the Tenderer and Feritech Global Ltd.

Responses to any queries will be shared through Contracts Finder website.

10 Disclaimer

The issue of this documentation does not commit Feritech Global Ltd to award any contract pursuant to the bid process or enter into a contractual relationship with any provider of the service. Nothing in the documentation or in any other communications made between Feritech Global Ltd or its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between Feritech Global Ltd and any other party (save for a formal award of contract made in writing by or on behalf of Feritech Global Ltd).

Bidders must obtain for themselves, at their own responsibility and expense, all information necessary for the preparation of their tender responses. Information supplied to bidders by Feritech Global Ltd or any information contained in Feritech Global Ltd's publications are supplied only for general guidance in the preparation of the tender response. Bidders must satisfy themselves by their own investigations as to the accuracy of any such information and no responsibility is accepted by Feritech Global Ltd for any loss or damage of whatever kind and howsoever caused arising from the use by bidders of such information.

Bidders shall be responsible for their own costs and expenses in connection with or arising out of their response. Feritech Global Ltd reserves the right to vary or change all or any part of the basis of the procedures for the procurement process at any time or not to proceed with the proposed procurement at all.

Cancellation of the procurement process (at any time) under any circumstances will not render Feritech Global Ltd liable for any costs or expenses incurred by bidders during the procurement process.