

Invitation to Tender



SHANE CARR LTD

MARINE-I 113

INVITATION TO TENDER

Fabrication of Steelwork Components

MARINEi113

1 Background/Introduction

Shane Carr Ltd has been in business for 8 years and specialises in the design, build and installation of bespoke, innovative heavy-duty floating docks, pontoons, jetties, access brows and bridges for clients in the UK and abroad.

The company now wishes to procure steelwork components for a novel project that will potentially be part-financed by the European Regional Development Fund.

Procurement of these goods and services is part of an ERDF grant funded application process and therefore subject to grant approval of the project as a whole. We will compare tenders received on a compliance basis only.

2 Project Specifications

This tender is to provide fabrication of steelwork components. This will be used in a custom R&D application so must conform to the following specifications:

- 2.1 Provide total price for 6 steel frames as shown in the drawings appended.
- 2.2 Once inspected by the client, if fully compliant with this specification, components to be delivered to Falmouth, UK; please include these costs as a separate item.
- 2.3 The fabricator of the components must provide 3 examples of manufacturing products for the marine environment;
- 2.4 All fabrication and welding is to be carried in accordance with BS EN 1090 to Execution class 3 or equivalent.
- 2.5 Please confirm production and delivery can be completed within 8 weeks of receipt of purchase order.

All details described above are critical to ensure sufficient strength under repeated load cycles and the dimensions are critical to ensure clearance in the assembly and use of the components.

PLEASE COMPLETE THE COMPLIANCY MATRIX AT ANNEX 1 as part of your tender response

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	20 th May 2019
Last date for raising queries	27 th May 2019

Last date for clarifications to queries	28 th May 2019
Deadline to return ITT	4th June 2019
Evaluation of ITT	5 th June 2019
Award of Contract	This is subject to successfully obtaining grant funding and will normally be no later than 30 days from contract evaluation

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 Shane Carr 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 Shane Carr 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 Shane Carr 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

Shane Carr 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 applicants 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 with your application:

1. **Confirmation that you the supplier are able to meet the requirements outlined in the brief above;**
2. **Your response is dated, you have used our company's full postal address (albeit your submission might be by email) and includes the Reference: Fabrication of Steelwork Components MARINEi-113;**
3. **Details of who to contact in your company in relation to this tender;**
4. **Your Company registration Number and VAT number;**
5. **A completed Compliancy Matrix (Annex 1) with the costs of providing the goods/services requested in Section 2.**

7 Tender Scoring Criteria

The tenders 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: 04/06/2019

Latest time to be returned: 5.00 pm

If submitting by **email**, tenders should be sent electronically to Shane Carr Ltd at shane@marinedesignconstruction.com with the following message **clearly noted in the Subject box; 'Fabrication of Steelwork Components MARINEi-113'**.

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 – Fabrication of Steelwork Components

Contract Reference Number: MARINEi-113

Addressed to:

Shane Carr Ltd

Admiralty House

2 Bank Place

Falmouth

Cornwall

TR11 4AT

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

If delivered **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 27th May 2019. **All e-mailed queries should be titled "Clarification" and sent to:-**

Name: Shane Carr

E-mail: shane@marinedesignconstruction.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 Shane Carr of Shane Carr Limited. 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 Shane Carr Limited.

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

10 Disclaimer

The issue of this documentation does not commit Shane Carr Limited 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 Shane Carr Limited or its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between Shane Carr Limited and any other party (save for a formal award of contract made in writing by or on behalf of Shane Carr Limited).

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 Shane Carr Limited or any information contained in Shane Carr Limited 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 Shane Carr Limited 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. Shane Carr Limited 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 Shane Carr Limited liable for any costs or expenses incurred by bidders during the procurement process.