**INVITATION TO TENDER** 

South Tees Site Company Limited

Procurement Department

Teesside Management Offices

Redcar

TS10 5QW

**RCO FLARE STACK/RCO COKE OVEN GAS MAIN WASH OUT**

**ENQUIRY REFERENCE: STSC-JN-0011**

**Enquiry Date: 29.09.17**

**Return Date: 13.10.17**

**Enclosed are the following sections:**

**Section 1 Introduction/Indicative timetable**

**Section 2 Procedure for Submitting tenders**

**Section 3 Job background**

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**Section 1: Introduction**

On 2 October 2015 the SSI steel works in Redcar was placed into compulsory liquidation and an official receiver (OR) was appointed as liquidator. On 12 October, following no buyer for the steel works being found, the decision was taken by the official receiver to set about the hard closure of the site. Since that time the official receiver undertook a protracted liquidation of SSI and, in the absence of an owner, he has been overseeing the safe and secure hard closure of the site. Government, through the Department for Business, Energy and Industrial Strategy, provided an indemnity to the OR so that he could carry out his duties as liquidator of the company and ensure its ongoing safety and security.

On the 1st December 2016 The Department established a Government company, known as the South Tees Site Company Ltd, in order to take forward the safety and security of the site from the OR. STSC have a management team as well as a board of directors, accountable to the BEIS Secretary of State. In order to allow the board of directors and management team to carry out their duties, as well as funding the operation of the Company, BEIS has agreed to indemnify them against all claims, proceedings, costs—including the cost of defending proceedings—and expenses.

**Indicative Timetable**

The anticipated timetable for this tender exercise is as follows. The OGA reserves the right to vary this timetable. Any variations will be published on contracts finder or circulated to all organisations who have registered an interest in notifications.

|  |  |
| --- | --- |
| **Tender Timeline** | **Date** |
| Advert and full invitation to tender issued (STSC Ltd) | 29.09.17 |
| Confirmation of attendance of site visit  (Bidder) | 04.10.17 |
| Mandatory site visit  (Bidder) | 06.10.17 |
| Deadline for questions relating to the tender  (Bidder) | 10.10.17 |
| Responses to questions published  (STSC Ltd) | 11.10.17 |
| Deadline for receipt of tender  (Bidder) | 13.10.17 |
| Invite suppliers for bid clarification (if needed)  (STSC Ltd) | 18.10.17 |
| All suppliers alerted of outcome  (STSC Ltd) | 25.10.17 |
|  |  |
| Contract start date | November 2017 to be agreed |

**Section 2:**

**Procedure for Submitting Tenders**

Please send your proposal clearly marked as “TENDER” and include the Tender Reference Number e.g. STSC-XX-XXXX **before** the deadline of 13th October 2017 5pm to Procurement via email

[procurement@stscltd.co.uk](mailto:procurement@stscltd.co.uk)

For questions regarding the procurement process please contact [procurement@stscltd.co.uk](mailto:procurement@stscltd.co.uk).

Tenders will be received up to the time and date stated. Please ensure that your tender is delivered no later than the appointed time on the appointed date. STSC does not undertake to consider tenders received after that time. STSC requires tenders to remain valid for a period indicated in the specification of requirements.

STSC shall have the right to disqualify a bidder from the procurement if they fail to fully complete their response, or do not return all of the fully completed documentation and declarations requested in this ITT. STSC shall also have the right to disqualify you if it later becomes aware of any omission or misrepresentation in your response to any question within this invitation to tender. If you require further information concerning the tender process, or the nature of the proposed email [procurement@stscltd.co.uk](mailto:procurement@stscltd.co.uk)

You will not be entitled to claim from STSC any costs or expenses that you may incur in preparing your tender whether or not your tender is successful.

**Section 3: Job background**

This work is required as a result of locating blockages within both the flare stack and the coke oven gas main.

**Section 4: Scope, Drawings & specifications/standards**

**Part 1:**

**SCOPE OF WORK TO CLEAN RCO FLARE STACK BLOCKAGES**

1. Supply a tanker capable of vacuum suction loading and pressure for off -loading (blow-off).
2. HPWJ the identified sections of gas main for cleaning.
3. Supply cut off IBC’s to collect the jetting condensates
4. Vacuum the gas main washing from the collection IBC’s with the tanker and hoses, and offload the tanker into the identified off-loading point. This must be controlled along with the HPWJ, to ensure that there is no ground contamination due to the work carried out.
5. A hotbox may be required to facilitate the HPWJ activities.
6. HPWJ the flares tack seal pots x2.
7. The other identified areas that need to be HPWJ cleaned are as follows:-

* A, B and C flare stack 450mm gas main legs from the controllers into the inlet gas main.
* From A flare stack outlet valve 450mm gas main through the 600mm main, 850mm main and 750mm main to the flare stack inlet. There are 4 further jetting points on the main to the flare-stack to facilitate the gas main cleaning. Three of these jetting points are at 45 degree offsets to the main and one is via the mud pot closest to the flare stack.
* HPWJ the drain line from the 750mm main at the flare stack inlet to the flare stack seal-pot.
* HPWJ the three control valves and the three 450 mm gas main bobbins removed from A, B and C flare stack gas main legs to facilitate water jetting the mains.
* HPWJ the three mud-pots on A, B and C flare leg outlet line and the drain valve lines into the gas main.
* HPWJ the mud-pot on the start of the 850 mm gas main bend, before it goes vertically upwards, and the drain valve line into the gas main.
* HPWJ the 50mm drain lines from the four mud pots into the common drain line
* HPWJ the common drain line to the seal-pot.

**The flare stack COG main pipework is between 80 to 85m long.**

**The COG main drain line is circa 27m total.**

**The Coke Oven Gas Main will contain naphthalene with some trace benzole content, and possible traces of tar and oil, as well as condensate.**

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**Part 2**:

**Scope of wash out at Redcar coke oven gas main section 4**

To wash out the coke oven gas main of all material and dispose of in the correct manner. All material most be caught and nothing is to be dropped on floor or on scaffold all open ends, port holes most be bagged off when not in use.

Supply a tanker capable of vacuum suction loading and pressure for off -loading (blow-off).

HPWJ the identified sections of gas main for cleaning.

Supply cut off IBC’s to collect the jetting condensates

Vacuum the gas main washing from the collection IBC’s with the tanker and hoses, and offload the tanker into the identified off-loading point. This must be controlled along with the HPWJ, to ensure that there is no ground contamination due to the work carried out.

A hotbox may be required to facilitate the HPWJ activities.

HPWJ any drain lines that are within the identified section of the COG main.

The wash out is about 50 meters long up and over road crossing there is 6 port holes to clean from above photo the main is 34 inch

= what’s to be washed out

**Documentation provided by STSC for the main contractor for parts 1 and 2:**

* Work Request Form (initiator for safety documentation)
* Daily Permit To Work.
* Falck rescue plan.
* Analysis results from water samples
* Documentation required by STSC from main contractor:
* Risk assessments for all tasks to be undertaken.
* A method statement.
* Contractor and sub-contractor safety passports.
* The main contractor must be a registered approved company by STSC.
* Documentation provided by STSC for the main contractor:
* Daily Permit to Work.
* Purge certificate
* Induction paperwork to be completed for each person.

* 



**KPI’s**

* Contractor will ensure that all employees are familiar with, risk assessments.
* Contractor will ensure that all working parties have a copy of the risk assessment during the task, (STSC Ltd will carry out audits for which 100% compliance is expected).
* The site supervisor is required to feedback progress/delays to the appointed site supervisor (details to be supplied to the winning bidder).

**Section 5: Site PPE / visit information**

**Site visit is mandatory-**

This will be held on 06.10.17, Visitors pass will be issued and you will be met at the security gate and escorted to the repair area(s) by the relevant STSC Ltd manager. Please confirm attendance to: [procurement@stscltd.co.uk](mailto:procurement@stscltd.co.uk) by 3pm on 4th October.

**PPE requirements**

It is the contractor’s responsibility to provide appropriate PPE, including, but not limited to:

* Eye protection \*Appropriate job specific PPE\*
* Ear protection
* Safety boots
* Helmets
* Hi Visibility garments

South Tees Site Company Ltd is a top tier COMAH site and as such, is heavily regulated. All contractors are required to complete the VA01 contractor approval form and return with required documentary evidence (including relevant insurances, ISO and training certificates as are appropriate), in order to be added to the approved contractor register (if awarded contract).

  

**Section 6: Price questions/requirements**

**Price – Question 1**

Please provide a fixed lump sum price for this scope of work broken down into the elements below as required (but not exclusive to the tender).

|  |  |  |
| --- | --- | --- |
| **Item** | **Description** | **Total** |
| 1 | Site supervision | £ |
| 2 | Site labour | £ |
| 3 | Equipment | £ |
| 4 |  | £ |
| 5 |  | £  £ |
| 6 |  | £ |
| 7 | Other(s) | £ |

If the work involves various labour elements on site please supply a rate breakdown of each trade included in the quotation.

Price is 60% of the overall bid.

**Section 7:** **Quality/Evaluation questions**

* In consideration of this particular requirement STSC Ltd has decided to evaluate Potential Providers by adopting the weightings/scoring mechanism detailed within this ITQ. STSC Ltd considers these weightings to be in line with existing best practice for a requirement of this type:
* The tender process will be conducted to ensure that bids are evaluated fairly and transparently, in accordance with agreed assessment criteria. Further details are provided below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Questionnaire** | | **Q No.** | **Question subject** | **Maximum Marks** |
| Price | | 1 | Price | 60% |
| Quality | | 2 | Methodology | 10% |
| Quality | | 3 | Resource | 5% |
| Quality | | 4 | Knowledge | 20% |
| Quality  **Quality scoring:** | | 5 | Contingency | 5% |
| 0 | The Question is not answered or the response is completely unacceptable. | | | | |
| 10 | Extremely poor response – they have completely missed the point of the question. | | | | |
| 20 | Very poor response and not wholly acceptable. Requires major revision to the response to make it acceptable.  Only partially answers the requirement, with major deficiencies and little relevant detail proposed. | | | | |
| 40 | Poor response only partially satisfying the selection question requirements with deficiencies apparent.    Some useful evidence provided but response falls well short of expectations.  Low probability of being a capable supplier. | | | | |
| 60 | Response is acceptable but remains basic and could have been expanded upon.  Response is sufficient but does not inspire. | | | | |
| 80 | Good response which describes their capabilities in detail which provides high levels of assurance consistent with a quality provider.   The response includes a full description of techniques and measurements currently employed. | | | | |
| 100 | Response is exceptional and clearly demonstrates they are capable of meeting the requirement.  No significant weaknesses noted.  The response is compelling in its description of techniques and measurements currently employed, providing full assurance consistent with a quality provider. | | | | |

**Price Scoring:**

Where an evaluation criterion is worth 10% then the 0-100 score achieved will be multiplied by 10.

**Example** if a Bidder scores 60 from the available 100 points this will equate to 6% by using the following calculation: Score/Total Points available multiplied by 10 (60/100 x 10 = 6)

**Quality questions:**

**Methodology – Question 2**

**Please provide a comprehensive methodology of how you will meet the requirements set out in the specification**  
*Bidder guidance - The bidder should detail clearly how their bid will meet the requirements including (but not limited to) details of the approach to be taken, the stages of development and the key considerations.   
  
Maximum word count: 1,000 words.  
  
Bid responses over 1,000 words will only be scored based on the words within the prescribed limit.  
  
Please ensure your response, if provided as an attachment, is in Word format so that the word count can be verified.  
  
Scoring criteria - 0 – 100 Scoring Methodology.  
  
Maximum Score = 10% of overall bid.*

**Resource – Question 3**

**Please detail your proposed team for this project. Please ensure you detail your management structure, clearly detailing lines of responsibility and escalation.**  
*Bidder guidance - The bidder should clearly demonstrate the appropriate resource and skill set to meet the requirements of the specification. The bidder should clearly stating the lines of reporting’s/management and escalations methods.  
  
Maximum word count: 1,000 words.  
  
Bid responses over 1,000 words will only be scored based on the words within the prescribed limit.  
  
Please ensure your response, if provided as an attachment, is in Word format so that the word count can be verified.  
  
Scoring criteria - 0 – 100 Scoring Resource.  
  
Maximum Score = 5% of overall bid.*

**Knowledge – Question 4**

**Please detail your knowledge of working and managing similar Contracts on Heavy Industrial Sites** *Bidder guidance - The Bidder is required to provide a detailed description on their knowledge of working within Heavy Industrial Site and how they would manage such an environment.  
  
Maximum word count: 1,000 words.  
  
Bid responses over 1,000 words will only be scored based on the words within the prescribed limit.  
  
Please ensure your response, if provided as an attachment, is in Word format so that the word count can be verified.  
  
Scoring criteria - 0 – 100 Scoring Knowledge.  
  
Maximum Score = 20% of overall bid.*

**Contingency – Question 5**

**Please detail how you would manage resources to ensure agreed timescales are met.**  
*Bidder guidance - The Bidder is required to detail their ability to ensure the required resources are available in order to meet agreed timescales.  
  
Maximum word count: 500 words.  
  
Bid responses over 500 words will only be scored based on the words within the prescribed limit.  
  
Please ensure your response, if provided as an attachment, is in Word format so that the word count can be verified.  
  
Scoring criteria - 0 – 100 Scoring Contingency.  
  
Maximum Score = 5% of overall bid.*  
Please confirm that you understand that by submitting your completed bid response, should you be awarded this contract, the pricing and installation timetable submitted will be non-negotiable.  
  
There will be no allowance for lack of information or understanding of requirement.   
  
Should you be awarded this Contract without having visited site and then find that there will be additional costs that you have not allowed for, these will have to be covered by your company.   
  
For this reason we strongly advise that you have visited site and submitted any clarification questions to gain complete clarity of these Works

**Section 8: Programme / Contract Duration**

STSC estimated that the gas main wash out can be completed within 4 days and the flare stack within 2 days. Full timetable will be agreed with the winning bidder.

The bidder is expected to supply a program of works showing activities and duration.

**Section 9: General Procurement information**

Your contact for the South Tees Site Company Procurement person whom you may contact to:

* Confirm the Tenderer intends to submit a tender.
* Raise any questions during the tender period.
* Return the completed tender.

Email: **procurement@stscltd.co.uk**

The Terms and Conditions published with this invitation to tender (below) on Contracts Finder will apply to this contract.



**Declaration 1: Statement of non-collusion**

To: South Tees Site Company Limited

1. We recognise that the essence of competitive tendering is that STSC will receive a bona fide competitive tender from all persons tendering. We therefore certify that this is a bona fide tender and that we have not fixed or adjusted the amount of the tender or our rates and prices included therein by or in accordance with any agreement or arrangement with any other person.

2. We also certify that we have not done and undertake not to do at any time before the hour and date specified for the return of this tender any of the following acts:

1. communicate to any person other than STSC the amount or approximate amount of our proposed tender, except where the disclosure, in confidence, of the approximate amount is necessary to obtain any insurance premium quotation required for the preparation of the tender;
2. enter into any agreement or arrangement with any other person that he shall refrain for submitting a tender or as to the amount included in the tender;
3. offer or pay or give or agree to pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person doing or having done or causing or having caused to be done, in relation to any other actual or proposed tender for the contract any act, omission or thing of the kind described above.

3. In this certificate, the word “person” shall include any person, body or association, corporate or unincorporated; and “any agreement or arrangement” includes any such information, formal or informal, whether legally binding or not.

……………………………………………………………………………….….

Signature (duly authorised on behalf of the tenderer)

……….………………………………………………………………………….

Print name

…………………………………………………………….…………………….

On behalf of (organisation name)

…………………………………………………………………….…………….

Date

**Declaration 2: Form of Tender**

To: South Tees Site Company Limited

1. Having considered the invitation to tender and all accompanying documents (including without limitation, the terms and conditions of contract and the Specification) we confirm that we are fully satisfied as to our experience and ability to deliver the goods/services in all respects in accordance with the requirements of this invitation to tender.

2. We hereby tender and undertake to provide and complete all the services required to be performed in accordance with the terms and conditions of contract and the Specification for the amount set out in the Pricing Schedule.

3. We agree that any insertion by us of any conditions qualifying this tender or any unauthorised alteration to any of the terms and conditions of contract made by us may result in the rejection of this tender.

4. We agree that this tender shall remain open to be accepted by STSC for 8 weeks from the date below.

5. We understand that if we are a subsidiary (within the meaning of section 1159 of (and schedule 6 to) the Companies Act 2006) if requested by the Authority we may be required to secure a Deed of Guarantee in favour of STSC from our holding company or ultimate holding company, as determined by STSC in their discretion.

6. We understand that STSC is not bound to accept the lowest or any tender it may receive.

7. We certify that this is a bona fide tender.

…………………………………………………………………………........

Signature (duly authorised on behalf of the tenderer)

…………………………………………………………………………………

Print name

………………………………………………………………………….

On behalf of (organisation name)

………………………………………………………………………….

Email address

………………………………………………………………………….

Telephone Number

………………………………………………………………………….

Date

**Declaration 3: Conflict of Interest**

I have nothing to declare with respect to any current or potential interest or conflict in relation to this tender (or any potential providers who may be subcontracted to deliver this work, their advisers or other related parties). By conflict of interest, I mean, anything which could be reasonably perceived to affect the impartiality of this tender, or to indicate a professional or personal interest in the outcomes from this tender.

Signed …………………………………….

Name …………………………………….

Position …………………………………….

***OR***

I wish to declare the following with respect to personal or professional interests related to relevant organisations\*;

X

X

*Where a potential conflict of interest has been declared for an individual or organisation within a consortia, please clearly outline the role which this individual or organisation will play in the proposed project and how any conflict of interest has or will be mitigated.*

X

X

Signed …………………………………….

Name …………………………………….

Position …………………………………….

Please complete this form and return this with your ITT documentation - Nil returns **are** required.

**\*** These may include (but are not restricted to);

A professional or personal interest in the outcome of this research

For evaluation projects, a close working, governance, or commercial involvement in the project under evaluation

Current or past employment with relevant organisations

Payment (cash or other) received or likely to be received from relevant organisations for goods or services provided (Including consulting or advisory fees)

Gifts or entertainment received from relevant organisations

Shareholdings (excluding those within unit trusts, pension funds etc.) in relevant organisations

Close personal relationship or friendships with individuals employed by or otherwise closely associated with relevant organisations

***All of the above apply both to the individual signing this form and their close family / friends / partners etc.***

If your situation changes during the project in terms of interests or conflicts, you must notify the OGA straight away.

A DECLARATION OF INTEREST WILL NOT NECESSARILY MEAN THE INDIVIDUAL OR ORGANISATION CANNOT WORK ON THE PROJECT; BUT IT IS VITAL THAT ANY INTEREST OR CONFLICT IS DECLARED SO IT CAN BE CONSIDERED OPENLY.

**Declaration 4: Questions for Tenderers**

In some circumstances STSC is required by law to exclude you from participating further in procurement. If you cannot answer ‘no’ to every question in this section it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form.

Please state ‘Yes’ or ‘No’ to each question.

|  |  |
| --- | --- |
| **Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of any of the following offences?** | **Answer** |
| 1. conspiracy within the meaning of section 1 or 1A of the Criminal Law Act 1977 or article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983 where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA; |  |
| 1. corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906; where the offence relates to active corruption; |  |
| 1. the offence of bribery, where the offence relates to active corruption; |  |
| 1. bribery within the meaning of section 1 or 6 of the Bribery Act 2010; |  |
| 1. fraud, where the offence relates to fraud affecting the European Communities’ financial interests as defined by Article 1 of the Convention on the protection of the financial interests of the European Communities, within the meaning of: |  |
| 1. the offence of cheating the Revenue; |  |
| 1. the offence of conspiracy to defraud; |  |
| 1. fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978; |  |
| 1. fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006; |  |
| 1. fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994; |  |
| 1. an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993; |  |
| 1. destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of [section 20](http://www.lexisnexis.com:80/uk/legal/search/runRemoteLink.do?langcountry=GB&linkInfo=F%23GB%23UK_ACTS%23section%2520%25sect%2520%25num%251968_60a%25&risb=21_T12077301839&bct=A&service=citation&A=0.5036676212568264) of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969; |  |
| 1. fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006; or |  |
| 1. making, adapting, supplying or offering to supply articles for use in frauds within the meaning of section 7 of the Fraud Act 2006; |  |
| 1. money laundering within the meaning of section 340(11) of the Proceeds of Crime Act 2002; |  |
| 1. an offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996; or |  |
| 1. an offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994; or |  |
| 1. any other offence within the meaning of Article 45(1) of Directive 2004/18/EC as defined by the national law of any relevant State. |  |