

Wave-Tricity Ltd Provision of Marine Support Services contract

Invitation to Tender

1 Background/Introduction

Wave-tricity Ltd are conducting an ongoing R&D project, which is part funded through an ERDF grant, utilising a 26M test platform for sea testing of its equipment. The test platform is constructed of concrete and it will be moved in and out of harbour to its mooring at various times throughout the project. There will also be a requirement to move equipment and service the associated mooring equipment. If successful this project will led on to full scale production which will require similar services going forward.

Project Specifications

The contract will be a service agreement and work allocated on a call off basis up to a maximum value of £30k with tasks including but not being limited to:

1. Towing of a 150 ton wave energy test barge circa 26M length x 7M beam, in the Milford Haven area, to include but not be limited to moves from Pembroke Dock to the Dale Roads area and back at 48hrs notice.
2. 24hr Emergency call out function, providing towing at short notice (4hrs) to support recovery of the barge in the event of an emergency.
3. Laying, recovery and servicing of moorings.
4. Crane support for loads of no more than 10 tonnes to be provided at the same time as the towing services.
5. Movement of equipment to/from the barge in the Dale Roads area.
6. Movement of the barge from the Milford area to Falmouth

As this is a call off contract then responses should clearly demonstrate how they can meet the requirements and provide hourly/activity rates for the above tasks.

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	25 Jan 2019
Last date for raising queries	31 Jan 2019
Deadline to return ITT	1 Feb 2019
Evaluation of ITT	2 Feb 2019
Award of Contract	This is subject to successfully obtaining grant funding and will be approximately around 1 March 2019

2 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 n. Limited 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 n. Limited 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 n. Limited, 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

n. Limited 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

3 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.

4 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 you submission might be by email) and included the Reference: MARINE I 181 on the document.
3. Details of who to contact in your company in relation to this tender
4. Company registration Number and VAT number (if appropriate)
5. Completed Compliancy matrix with the total cost of providing the goods/services requested in section 1 with a clear statement whether it includes VAT.

5 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.

6 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: 1/02/2019

Latest time to be returned: 1200

All responses must be submitted by e-mail to paul.burton@wave-tricity.com with the title of the notice and Marime I 181 **clearly noted in the Subject box;**

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

7 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 8 July 2018. All e-mailed queries should be sent to:-

Name: Paul Burton at the e-mail address above

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 a Director of n. 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 n. Limited

Responses to any queries will be shared with all parties who express an interest.

8 Disclaimer

The issue of this documentation does not commit Wave-Tricity 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 Wave-Tricity Ltd or its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between Wave-Tricity Ltd and any other party (save for a formal award of contract made in writing by or on behalf of Wave-Tricity 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 Wave-Tricity Ltd is 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 Wave-Tricity 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. Wave-Tricity 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 Wave-Tricity Ltd liable for any costs or expenses incurred by bidders during the procurement process.