

**Oxi-Tech Solutions Ltd**

MARINE-I [141]

INVITATION TO TENDER

Design of Marine Ozone Control Unit

TENDER REF: OSL Marinei141 Design of Marine Ozone Control Unit

DATE ISSUED: 16 May 2018

**1.0 Introduction**

Oxi-Tech Solutions Ltd specialises in the production of ozone in situ for marine and other applications.

The company now wishes to procure the Design of Marine Ozone Control Unit for a project that will potentially be part-financed by the European Regional Development Fund (ERDF) through the Marine-I Challenge Fund.

**2.0 Project Information**

**Project Title:** Oxi-Tech Marine Ozone Unit

**Project Description:** This is a business-led research and development project designed to design a marine electrode unit suitable for the production of ozone from marine plant for use on vessels.

**Project Location:** The project will be located in Cornwall, an Article 107(3)(a) Assisted Area under the UK Assisted Areas Map established for the period 2014 to 2020 and as defined under Regulation (EU) No 1303/2013 Article 90.

**3.0 Scope of Works**

Oxi-Tech Solutions Ltd wishes to procure the Design of a Marine Ozone Control Unit. The specific requirements are:

1. Ascertain outputs and inputs from/to Marine Electrode Unit for interface.
2. Design Control Unit including Dashboard for Marine Electrode Unit.

Company must be experienced with Ozone and its properties

Company must have suitable software and Dashboard products which operate in the Water industry

The company must demonstrate it is familiar with providing water analyser instruments.

An NDA will be required for further drawings and specifications.

The anticipated budget for the works detailed here is £35,000 excl. VAT

**4.0 Key Deliverables**

The key deliverables from this commission are:

1. Ascertain the key outputs and input from/to the Marine Electrode Unit which can be used for the Interface.
2. Taking these outputs, design a Control Unit which should include a Dashboard.

**5.0 Timetable**

The following timetable is anticipated:

|  |  |
| --- | --- |
| Timetable | |
| Brief issued | 16 May 2018 |
| Deadline for queries | 24 May 2018 |
| Submission deadline | 26 May 2018 |
| Assessment of submissions | 31 May 2018 |
| Appointment of chosen supplier | 01 June 2018 |
| Award of Contract | This is subject to successfully obtaining grant funding and will normally be no later than 90 days from contract evaluation |

# 6.0 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 Oxi-Tech Solutions 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 [insert company name] 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 Oxi-Tech Solutions 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.

**7.0 Exclusion**

Oxi-Tech Solutions 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

# 8.0 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.

# 9.0 Tender Return Requirements

Your application must include the following:

1. Confirmation that you the supplier are able to meet the requirements outlined in the brief above.
2. Conflict of Interest Statement as outlined in section 6 above
3. Date of Tender Return
4. Reference: Oxi-Tech Solutions Ltd Marinei141 **–** OSL Marinei141 Design of Marine Ozone Control Unit
5. Details of who to contact in your company in relation to this tender
6. Your Company Registration Number.
7. Your VAT number (if appropriate).
8. Total cost of providing the Design of Marine Ozone Control Unit requested, including VAT and excluding VAT, cross-referenced to section 2 above. For example:

|  |  |  |
| --- | --- | --- |
| **Description** | **Cost Exc. VAT** | **Cost Inc. VAT** |
| Item A |  |  |
| Item B |  |  |
| Item C |  |  |
| TOTAL |  |  |

**10.0 Tender Evaluation**

Tenders will be scored on their compliance with the specification and requirements set out above: the contract will be awarded to the lowest compliant tender.

On completion of the evaluation, Oxi-Tech Solutions Ltd will confirm their intention to award the contract, and provide feedback where requested to all Bidders. Please note that Oxi-Tech Solutions Ltd reserves the right to award this contract, or not.

In the event that tenders are submitted that are deemed to be abnormally low, further clarification will be sought to ensure that this does not represent a risk to the development and delivery of the project. Oxi-Tech Solutions Ltd reserves the right to abort the procurement process.

**11.0 Submissions**

All suppliers are to return quotes and supporting information by post or email by 5 pm on 25 May 2018 to:

**rgcmisselbrook@gmail.com**

Email Submissions: All email submissions should be clearly marked **Marinei141 Oxi-Tech Solutions Ltd –** OSL Marinei141 Design of Marine Ozone Control Unit**.** Tenderers are advised to request an acknowledgement of receipt when submitting by email.

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

**Tender - Strictly Confidential** – **Marinei141 Oxi-Tech Solutions Ltd –** OSL Marinei141 Design of Marine Ozone Control Unit**.**

Addressed to:

Tremough Innovation Centre

Penryn Campus

TR109TA

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.

**12.0 Disclaimer**

The issue of this documentation does not commit Oxi-Tech Solutions 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 Oxi-Tech Solutions Ltd or its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between Oxi-Tech Solutions Ltd and any other party (save for a formal award of contract made in writing by or on behalf of Oxi-Tech Solutions 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 Oxi-Tech Solutions Ltd or any information contained in Oxi-Tech Solutions 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 Oxi-Tech Solutions 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. Oxi-Tech Solutions 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 [insert company name] liable for any costs or expenses incurred by bidders during the procurement process.

**13.0 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 2 days before the submission date. All e-mailed queries should be sent by email to:

**rgcmisselbrook@gmail.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 [insert company name]. 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 [insert company name].

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