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Buyer: The Secretary of State for the Home Department acting through Border Force

**Statement of requirements**

**SUPPLY AND INSTALLATION OF ONE FLOATING DOCK FOR A 7.5 METRE RIGID HULLED INFLATABLE BOAT (RHIB)**

**C25352**

**June 2023**

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## Definitions

| **Phrase** | **Definition** |
| --- | --- |
| Buyer | Secretary of State for the Home Department. |
| Floating Dock | Drive on dock in a modular system designed to meet our docking specifications. Driving the RHIB out and clear of the water. To include a launching system designed to deliver the RHIB from dock back to the water. |
| Point of Contact | A named individual, assigned by the Supplier, who acts as the Suppliers representative. |
| Port(s) of Entry | Dover and another harbour or marina where Border force maybe required to launch from within UK waters to be confirmed. |
| RHIB | Rigid Hulled Inflatable Boat |
| Set to Work | Deliver, assemble and install ready to operate in a fully useable condition. |

## Background to the Buyer

1.1 The Buyer currently operates a large fleet, including RHIB’s, in both UK National and International waters.

1.2 The primary role of the fleet is:

1.2.1 To provide a mobile, flexible, seaborne force capable of maintaining an effective deterrent against illegal immigration, smuggling and other breaches of the law administered by Border Force both within and outside the territorial waters of the UK in support of the UK’s national security strategy.

1.2.2 To increase maritime intelligence, undertake surveillance and improve international liaison in combating illegal immigration, the smuggling of drugs and movement of instruments of terrorism by sea.

1.2.3 To intercept suspect vessels in territorial and international waters; and

1.2.4 To provide mutual assistance to EU countries, the Channel Isles, the Isle of Man and other partners on the UK border.

1.3 In addition to these primary responsibilities, Border Force also undertake tasks on behalf of the Ministry of Defence, Maritime and Coastguard Agency, National Crime Agency, Police and UK Fisheries Agencies.

## 2. Background to the Requirement

2.1 The Secretary of State for the Home Department acting through Border Force (referred to hereafter as the “Buyer”) requires a floating dock system to lift a 7.5 m long, 2.6m wide 3000 kg RHIB clear of the water.

## 3. Requirement

3.1 The Supplier shall supply and assemble at Dover the floating dock and all associated equipment described in Section 4 The Item.

3.2 By submitting a quote to sell outright, the Supplier agrees to deliver the floating dock to the address in Section 6.

## 4. The Modular Floating Dock

4.1 Modular Floating Dock. This is to accommodate an MST 7.5m SR Sea Boat as owned by Border Force Maritime Command.

The Dock should have sufficient floats and buoyancy to allow the vessel to be driven onto and secured.

The dock should include a winch array and sufficient lines for re-floating the vessel safely.

The dock should provide sufficient support to the keel and the chines of the vessel, so allowing it sit on an even and balanced keel.

The buyer does not wish to purchase an electrical submersible system. The Authority requires one complete floating dock system.

Each system must be suitable for regular use of a SMST 7.5m SR Sea Boat.

Each system will be constructed in modular format to allow change of layout and easy removal by manual operation only and transported.

Each system must be able to support a 3000kg RHIB and allow access by two persons on either side, while remaining stable.

Supplier to provide all additional fixings or tools required to disassemble the dock, transport it to another location and re-assemble.

Please see specifications of the boat attached to the advert that will be required to use the modular floating dock.

## 5. Warranty

5.1 The Supplier shall provide a minimum one-year warranty on all items

5.2 All items supplied during the period of this contract shall be covered by a one-year warranty, or such other provided warranty if it is longer than the minimum one year, commencing from the Set to Work date.

5.3 The Supplier shall provide replacement modular floats in the event that it is defective and is subject to statutory warranty claims, such as.

5.3.1 not of merchantable quality; or is

5.3.2 not fit for purpose.

5.4 In the event of a warranty defect the Supplier shall be notified by the buyer and required to provide repair services to ensure the floating dock is restored to full working condition within ten (10) working days or in the event the floating dock cannot be rectified a replacement will be supplied.

## 6. Delivery Timeframe and Location

6.1 The Supplier shall deliver and install all Floating dock to the Buyers address below no later than one month following Contract Award.

6.2 The Buyer will use the following timeline for this contract only. It is as follows;  
  
1. Clarification deadline – 1200hrs, Monday 12 June 2023  
2. Submission deadline – 1200hrs, Monday 19 June 2023  
3. Evaluation of quotes and award - Friday 23 June 2023  
5. Contract Start – Friday 30 June 2023  
6. Contract End – Monday 31 July 2023

6.3 The Supplier shall deliver one floating dock to the following address;

6.3.1 Port of Dover

Harbour House

Marine Parade

Dover, Kent

CT17 9BN

## 7. Quality and Standards

7.1 The Supplier shall ensure and prove that the floating dock is manufactured in accordance with the ISO 9001[[1]](#footnote-2) series of standards.

## 8. Bidding

8.1 This opportunity is to be considered as a Below-Threshold Procurement in accordance with Pt.4, Ch. 8 of the PCR2015[[2]](#footnote-3) procurement regulations and as such will be based around the Request for Quotation (RFQ) process.

8.2 All quotations shall be in GBP (Pounds Sterling).

8.3 The Supplier shall provide an itemised unit cost for each to include supply and installation of both the unit's delivered duty paid. Any quote received that does not include all costs related to delivery, installation and set to work of the units will be considered non-compliant and may be disqualified.

8.4 The Supplier must clearly state if any discounts have been applied to their quote.

8.5 The Supplier shall state, upon submission of their itemised quotations, that they:

8.5.1 accept the Buyer’s Short Form Terms and Conditions (attached to the advert); and

8.5.2 they can deliver this requirement within the required timeframes as stated in Sec [6](#_6._Delivery_Timeframe).

8.6 Suppliers are to submit compliant quotations to [oploservices@homeoffice.gov.uk](mailto:oploservices@homeoffice.gov.uk) quoting “C25352 – Supply and Installation of Floating Dock” as per the timings stated in the Contracts Finder advert.

## 9. Charges and Payment

9.1 All invoices are to be submitted in GBP (Pounds Sterling).

9.2 All invoicing will be in arrears and in the format requested by the Buyer.

9.3 All invoice correspondence must as per the instructions on the Buyer-issued PO document.

9.4 The Supplier will receive one (1) Purchase Order (PO) number for this requirement. This document may be amended by the Buyer, from time to time.

9.5 Upon issue of a PO by the Buyer, the Supplier can submit an invoice to the email address provided in accordance with the line-items on the PO document ensuring that all mandatory data is on the Invoice.

9.6 All invoices must be sent for payment to either;

9.6.1 hosupplierinvoices@homeoffice.gov.uk; or

9.6.2 Home Office Shared Service Centre,

PO Box 5015

Newport

NP20 9BB

9.7 In order for the invoice to be considered compliant, it must include;

9.7.1 Invoice date;

9.7.2 The Buyer’s Purchase Order number;

9.7.3 The full address of the delivery location;

9.7.4 Details of the Ordered Goods provided;

9.7.5 Full cost breakdown;

9.7.6 VAT Registration number; and

9.7.7 any such other documentation as may reasonably be required by the Buyer to substantiate the invoice.

9.8 The Buyer reserves the right to withhold payment from the Supplier, in part or in full, should any, specified or otherwise, condition as expressed in this Statement of Requirements, not be successfully met by the Supplier.

1. 1 [ISO - ISO 9001 and related standards — Quality management](https://www.iso.org/iso-9001-quality-management.html) [↑](#footnote-ref-2)
2. 2 [The Public Contracts Regulations 2015](https://www.legislation.gov.uk/uksi/2015/102/contents/made) [↑](#footnote-ref-3)