

The Maritime and Coastguard Agency (MCA is an Executive Agency of the Department for Transport. The MCA is responsible throughout the UK for implementing and developing the UK Government’s maritime safety and environmental protection policy. That includes co-ordinating Search and /Rescue at sea through Her Majesty’s Coastguard 24 hours a day, and checking that ships meet UK and international safety rules. The MCA work to prevent the loss of lives at the coast and at sea, to ensure that ships are safe, and to prevent coastal pollution: **Safer Lives, Safer Ships, Cleaner Seas.**

The MCA provides a full range of search and rescue, counter pollution, survey, inspection and enforcement activities and has 12 major business activities:

|  |  |
| --- | --- |
| Survey | Seafarers’ Services |
| Inspection | Search and Rescue |
| Enforcement | Pollution Response and Salvage |
| Ship Registration | Stakeholder Communication |
| Navigation Services | Ministerial Services |
| Strategic Prevention Design/Development | Regulatory Process |

These activities are supported by support services responsible for providing a range of administrative functions including; infrastructure, MCA people, financial management and administration and corporate management.

In accordance with the Equality Act 2010, in our capacity as a public body we have a statutory duty to eliminate unlawful discrimination, promote equality of opportunity and promote good race relations between people of different groups. Contractors will be expected to ensure that the service they provide promotes good relations between the MCA and its customers and does not directly or indirectly discriminate on the grounds of race in accordance with both the Act and the Duty.

You are invited to submit a tender for the following project:

**MCA REFERENCE:**

**ONE DISPERSANT SPRAY SYSTEM**

**General Requirement**

1. The MCA wishes to purchase one Dispersant Spray System. The system will enable precision application of dispersant on marine oil spills from a single small coastal vessel.

2. The Dispersant Spray System should apply dispersant at a safe distance from the deploying vessel in droplet sizes and at a height that effectively disperses oil in water.

3. The Dispersant Spray System will be part of the MCA’s Stockpile of counter pollution equipment and will be used, in the event of a major oil spill, for the dispersion of oil spilled into the seas around the UK, especially in shallow water areas, subject to the approval of the relevant regulatory authority.

Further details can be found in the National Contingency Plan

<https://www.gov.uk/government/publications/national-contingency-planncp>

**Storage and Distribution**

4. Tenderers should identify the best way to store the spray system and detail this advice in your tender. The cost of which to be identified in the Pricing Schedule.

5. Please detail within your tender the storage temperature requirement for this system.

**Deployment**

6. The Dispersant Spray System should be deployable from small coastal vessels operating in shallow waters close to the shore. Please detail in your tender approximate timescales for deployment of the system including the number of personnel required as well as suitable vessel types.

**Guarantee**

7. We regard warranties as an important component of achieving overall best value for money. Full details of your warranty on the tendered equipment is required, including the period of cover. Please also explain if in-house maintenance affects your warranty terms.

**Training / Commissioning**

8. Tenderers should provide an option cost to provide training / commissioning of this equipment. This training / commissioning will take place in the UK at a place to be determined once the evaluation process has taken place.

**Delivery**

9. The MCA has counter pollution equipment stockpiles at Barnsley, Bristol and Dundee. However, the price for this tender should be for delivery costs to Barnsley.

10. Suppliers should state in their tender their lead time for delivery to Barnsley, which must be by 31 March 2017.

**Payment**

11. Payment shall be made upon delivery of the goods to Barnsley in accordance with the ‘General Conditions of Contract for the Supply of Goods and Associated Services’, and subject to the receipt of a valid and correctly submitted invoice. The MCA pays undisputed invoices 30 days in arrears.

 Contractors should note that the MCA has migrated its invoicing activity to the DfT Shared Service Centre (Swansea). Invoices should be sent to the address below and include a case reference number and transaction account code (to be assigned by the Agency). Invoices also need to detail the purchase order number issued by the MCA and a full description of items provided:

DfT Shared Service Centre

Arvato Bertelsmann

Sandringham Park,

Swansea Vale,

Swansea, Wales,

SA7 0EA

**Submission of Tenders**

12. Tenders must be submitted by the deadline date of 22nd September stated in the Invitation to Tender letter, and in accordance with the Instructions to Tenderers. The MCA reserves the right not to consider any tender that is late or otherwise not in accordance with the Instructions to Tenderers. Tenderers must include as part of their bids:

13. The MCA’s Form of Tender, signed and dated by an authorised representative of the tendering organisation;

14. Lead time for delivery of the equipment to Barnsley.

15. A full system specification for the **Dispersant Spray System**, including all major critical parts and assemblies, and a complete comprehensive method statement describing how the system operates. It is our preference that Tenderers take the time to answer these questions in the same order as listed here, rather than simply submitting printed literature. The Tenderer is requested to provide details on the following:

1. The construction material of each component and their strength and durability,
2. The wave height and speed limitations within which the system can operate successfully,
3. The size and weight of the system as a whole when components are stored together and the size and weight of each separate component,
4. Any limitations based on vessel type and size,
5. System performance, i.e. dispersant flow rate, area of application, distance of application area from the deploying vessel.

16. Although Tenderers may have all this information available on the internet or on printed literature, in order to assist the MCA with the evaluation process it is essential that the responses to the above questions could be provided in the order set out above.

17. Recommendations from the Tenderer for any ancillaries, spare parts or consumables for the Dispersant Spray System, not already included in the price can be identified in the pricing schedule.

18. The Tenderer should submit their completed Pricing Schedule, providing separate quotes for:

* Dispersant Spray System
* Delivery to Barnsley
* Recommended storage facility
* Training
* Ancillaries

**Sustainability**

19.1 The MCA is committed to sustainable procurement. This means making the necessary decisions to protect our environment and to operate its procurement activity in an economically, socially and environmentally responsible way. Tenderers should indicate ways in which their organisation promotes and practices sustainable development and how this can impact on this contract.

19.2 Consideration should be taken to account for the following areas;

* Origin and recycled/recyclable content of materials
	+ - Tenderers should detail the quantities used and recycled content of the product.
		- Recyclability of product once it has reached its end of life.
		- Type of paints and coverings used.
* Transport mode selected for freight
* Tenderers should detail options to identify and promote measures to reduce emissions during transport of goods. Including rail freight or low emission/fuel efficient heavy goods vehicles

19.3 More information on the environmental consideration can be found at:

<https://www.gov.uk/government/policies/making-sustainable-development-a-part-of-all-government-policy-and-operations>

<https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs>

**Selection** **Process**

20. **Evaluation** **Criteria**

Quality Score represents 60% of Total Scores Weightings

Compliance with the Technical Requirement 70%

Ease of Operation 20%

Sustainability 5%

Delivery Timeframe 5%

**Quality Points**

5 - Proposal fully meets the requirement

4 - Proposal fulfils the requirement but with minor omissions

3 - Proposal covers only the basic requirement

2 - Proposal falls short of fulfilling the requirement

1 - Proposal inadequate

0 - Requirements not addressed

Each Bidder’s Quality Score

Quality Score = \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ x Weightings

 Highest Quality Score Possible for the Criterion

**Price**:

Price Score represents 40% of Total Scores Weightings

Overall cost (system and storage facility) 85%

Delivery cost 5%

Training 5%

Ancillaries 5%

**Lowest Bid Cost**

Cost Score = \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ x Weightings

 Each Bidder’s Cost

TOTAL SCORE = Total Quality Score + Total Cost Score

**THE MCA INTENDS TO AWARD THE CONTRACT TO THE HIGHEST SCORING TENDERER**