Invitation to Tender

Title of supplies or services as required

**BIG2 2004**

**STANBY GENERATOR AND ASSOCIATED CONTROL PANEL**

**KERNOCK PARK PLANTS**

**PILLATON**

**SALTASH**

**CORNWALL**

**PL12 6RY**

**01579 350561**

# Background/Introduction

The company is a wholesale young plant producer with 4ha of glass or polythene protection

Commencing in 1981 as little more than a cottage industry the turnover has increased along with the needs of electricity. The current 3 phase supply has now reached its maximum demand and an upgrade is now required to provide for the immediate and future demands.

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# Project Specifications

The changeover panel requirements for the mains / generator / PV/ distribution board supplies would be as follows

1250A isolator,  changeover from 800KVA mains supply to 200/220KVA generator, spike suppression.

Connection for 100 KW PV and any future PV installation

Generator mains 13A supply

 400A supply to existing distribution board

650A supply to existing distribution board

Spare ways for future expansion 400A LEDs,  650A spare, space or breaker

Flexible cables can run into the top of the cabinet,

Mains supply is from LH

Armoured cables need to exit out RH side

Space available width 2400 X height 1980 depth 400

Generator

Provide Standby Generator with approximate specifications:

Voltage 400/230

Frequency 50 Hz

PRP kVa 200

Standby Kw 220

Maximum dimension l 3370, w1150, h2058

An indicative budget of this project has been set at £46,000.00 ex VAT

All tender costs should be fixed and valid to 30 September 2016.

# ITT Timetable

 The anticipated timetable for submission of the tender and commission milestones are set out below:

|  |  |
| --- | --- |
| Activity | Date |
| Date of last download from the website | 9 June 2016 |
| Latest date for raising queries | 12 June 2016 |
| Deadline to return ITT | 17 June 2016 |
| Evaluation of ITT | 20 June 2016 |
| Award of Contract Subject to funding | Contract will be awarded, subject to obtaining Grant Funding, no later than 30 September 2016  |

# 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 Kernock Park Plants 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 Kernock Park Plants 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 Kernock Park Plants, 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**

Kernock Park Plants 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

# 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.

# 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. Have included the Reference requested be used with all Tenders
3. Any referral on this tender should be directed to Richard Harnett. In his absence contact the Maintenance Manager Ian Gilbert
4. Total cost of providing the goods/services requested in the format required with a breakdown to include:

Control Panel

# Tender Scoring Criteria

The tender will be scored only on their compliance to the specification set out in section 2

# 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: 17 June 2016

Latest time to be returned: 1630

If submitting by **email,** tenders should be sent electronically to richard@kernock.co.uk with the following message **clearly noted in the Subject box;** STANBY GENERATOR AND ASSOCIATED CONTROL PANEL

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

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

Tender - Strictly Confidential – STANBY GENERATOR AND ASSOCIATED CONTROL PANEL

Contract Reference Number: BIG2 2004

Addressed to:

Richard Harnett

Kernock Park Plants

 Pillaton

Saltash

Cornwall

The envelope should not give any indication to the Tenderer’s identity. Marking by the carrier will not disqualify the tender.

If delivery **by hand** please obtain an official Receipt at point of delivery

# 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 5** days before the submission date. All e-mailed queries should be sent to:-

Name: Richard Harnett

E-mail: richard@kernock.co.uk or in his absence Ian Gilbert maintenance@kernock.co.uk

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 Richard Harnett of Kernock Park Plants. 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 Kernock Park Plants

Responses to any queries will be shared through due-north website

# Disclaimer

The issue of this documentation does not commit Kernock Park Plants 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 Kernock Park Plants or its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between Kernock Park Plants and any other party (save for a formal award of contract made in writing by or on behalf of Kernock Park Plants.

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 Kernock Park Plants or any information contained in Kernock Park Plants’ 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 Kernock Park Plants 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. Kernock Park Plants 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 Kernock Park Plants liable for any costs or expenses incurred by bidders during the procurement process.