**Invitation to Tender**

**Photographic Equipment**

**Ref:GHBUS235**

# 1. About Kreftow Kernewek Limited

Kreftow Kernewek Limited is a small wildlife film making company based in St Austell, Cornwall.

# 2. Background and Context

Kreftow Kernewek Limited is wishing to purchase some additionally equipment to enhance its capabilities.

The purchase of this system is part of a grant funded application process and therefore procurement will be subject to grant approval of the project. We will assess tenders received on lowest compliant Tender.

# 3. Tender requirements

The successful tenderer will be expected to deliver the following equipment:

**3.1 Camera & Monitor**

1. RED V-Raptor 8K S35
2. RED DSMC3 Touch LCD

**3.2 Batteries**

1. 8off Bebob V-micro battery 14.4V/ 6,6Ah / 95Wh
2. Bebob Double Hotswap Vmicro Plate
3. 2off Bebob (VS4micro) 4-Channel Vmicro simult charger
4. Peli 1510 Case
5. Peli Foam Inserts

**3.3 Tripods**

1. Sachtler 6157 Tripod DA 150 Medium
2. Sachtler (7007) Mid-Level Spreader
3. Ronford Baker Heavy Duty Tall Tripod Legs
4. Ronford Baker Tall Tripod Case

**3.4 Remote Wireless Gimbal, Transmission and Monitor System**

1. DJI RS3 Pro Combo
2. DJI Transmission High-Bright Monitor Combo
3. DJI Ronin 4D Hand Grips Combo
4. Tilta Battery Plate for DJI High Bright Remote Monitor - V Mount
5. Tilta Power Supply Module for DJI Video Transmitter - V Mount

**3.5 Drone**

1. DJI Mavic 3 Pro Cine Premium Combo
2. 2off DJI Mavic 3 Intelligent Flight Battery
3. DJI Mavic 3 Pro ND Filter Set
4. HPRC 2400 Case for DJI Mavic 3

**3.6 Slider System**

1. Kessler Shuttle Dolly Base Kit
2. Kessler Cineshooter Macro
3. Kessler High Speed Ultra Quiet Slider Motor
4. Kessler Motor Mount
5. 3off Kessler Shuttle Pod Belt 20 feet
6. Kessler Heavy Duty Support Module
7. Kessler Cineshooter V-Mount Battery Plate
8. Kessler Kwik LONG camera platee
9. 2off Kessler Kwik Release Receiver V2
10. Kessler 6 Inch Mitchell Camera Riser
11. Dana Dolly 150mm Ball to Mitchell Adapter
12. 2off Matthew Slider Stands
13. Ronford Baker Tripod Case SHORT
14. Dana Dolly Portable Pipe Kit
15. 2off Peli 1600 Case with Foam
16. 2off RED Trigger Cable

**3.7 Canon CN20 Lens Package**

1. Canon CN20X50 CINE-SERVO Lens (PL Mount)
2. 127mm Clear Filter for CN20X50
3. 2off Libec (ZC-9Pro) Zoom Control
4. 2off Canon-Libec 20 Pin to 8 pin adapter cable
5. CVP 8-pin to 8-pin + 3 pin Fischer R/S Y Cable
6. Wooden Camera 18 Inch Arri Dovetail Plate
7. 2off 19mm Titanium Rods - 18 Inch
8. Arri Lens Support LS-9 for 19mm Studio
9. MCS 19mm bar support
10. Denz carrying handle for Canon cn20x50
11. Peli 1610 Case
12. Foam for Canon CN20X50 Cine Servo Zoom
13. Lid Foam

**Alternatives can be raised as part of the clarifications process (see Section 5) and agreed with the tenderer otherwise the supplier must be able to supply 3.1 – 3.7 in full without exemptions**

4**. Budget**

The total maximum budget available for this commission is £82,000.00 (exc VAT) but inclusive of all expenses.

**Tenders that exceed the total budget will not be considered.**

The budget will be reviewed as part of the tender evaluation detailed in Section 10 and will reflect the degree to which there is a saving on the maximum budget

# 5. Tender and commission timetable

The timescale of the programme is from the date of signing the contract until acceptance by Kreftow Kernewek Limited . The timetable for submission of the Tender, completion of the programme are set out below.

|  |  |
| --- | --- |
| **Milestone** | **Date** |
| Date ITT available on Contracts Finder | 17 January 2024 |
| Last date for raising queries | 1700:25 January 2024 |
| Last date for clarifications to queries | 26 January 2024 |
| Deadline to return ITT | **1700: 07 February 2024** |
| Evaluation of ITT | 08 February 2024 |
| Award of Contract  | This is subject to successfully obtaining grant funding and will normally be no later than 60 days from contract evaluation |

# 6. Tender submission requirements

6.1 Please provide your proposal and completed Costing document (Enclosure 1)

**7. Sub-contracting**

Tenderers should note that a consortia can submit a tender but the sub-contracting of aspects of this commission after appointment will only be allowed by prior agreement with Kreftow Kernewek Limited

**8. Conflicts of Interest**

Tenderers must provide a clear statement with regard to potential conflicts of interests. Therefore, **please confirm within your tender submission** whether, to the best of your knowledge, there is any conflict of interest between your organisation and Kreftow Kernewek Limitedor its programme team 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 the impartiality and independence of any party in the context of this procurement procedure.

Receipt of this statement will permit Kreftow Kernewek Limitedto ensure that, in the event of a conflict of interest being notified or noticed, appropriate steps are taken to ensure that the evaluation of any submission will be undertaken by an independent and impartial panel.

# 9. Tender clarifications

Any clarification queries arising from this Invitation to Tender which may have a bearing on the offer should be raised by email to:

matthewconorrobinson@gmail.com

in accordance with the Tender and Commission Timetable in section 5.

Responses to clarifications will be anonymised and uploaded by Kreftow Kernewek Limitedto Contracts Finder and will be viewable to all tenderers.

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 Kreftow Kernewek Limitedunless such representation is in writing and duly signed by a Director/Partner of the tenderer. All such correspondence shall be returned with the Tender Documents and shall form part of the contract.

# 10. Tender evaluation methodology

Each Tender will be checked for completeness and compliance with all requirements of the ITT. The award of the contract will be to the LOWEST COMPLIANT BID.

13**. Tender Award**

Any contract awarded as a result of this tender process will be in accordance with this ITT and the tenderer’s response.

# 14. Tender returns

Tenders are to be returned by email.

Tenders are to be returned in accordance with Section 5

Latest date to be returned: As per Section 5

Latest time to be returned: 17:00

Emailed tenders should be sent electronically to:

matthewconorrobinson@gmail.com

with the following message clearly noted in the Subject box:

Photographic Equipment Ref:GHBUS235

**Tenderers are advised to request an acknowledgement of receipt of their email.**

**15.** **Disclaimer**

The issue of this documentation does not commit Kreftow Kernewek Limitedto award any contract pursuant to the tender process or enter into a contractual relationship with any provider of the service. Nothing in the documentation or in any other communications made between Kreftow Kernewek Limitedor its agents and any other party, or any part thereof, shall be taken as constituting a contract, agreement or representation between Kreftow Kernewek Limitedand any other party (save for a formal award of contract made in writing by Kreftow Kernewek Limitedor on behalf of company name).

Tenderers must obtain for themselves, at their own responsibility and expense, all information necessary for the preparation of their tender responses. Information supplied to the tenderers by Kreftow Kernewek Limitedor any information contained in company name’s publications is supplied only for general guidance in the preparation of the tender response. Tenderers must satisfy themselves by their own investigations as to the accuracy of any such information and no responsibility is accepted by Kreftow Kernewek Limitedfor any loss or damage of whatever kind and howsoever caused arising from the use by tenderers of such information.

Kreftow Kernewek Limitedreserves 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 Kreftow Kernewek Limitedliable for any costs or expenses incurred by tenderers during the procurement process.

# 16. Enclosures

1. Costing Document