

ADVERTISEMENT: DRAFTING OF A REPORT ON THE POSSIBLE APPROACHES TO ADDRESSING EXISTING PLASTIC POLLUTION IN A GLOBAL AGREEMENT

1. PURPOSE

The Ministry of Environment of Denmark (hereinafter referred to as the "contracting authority") requires the performance of a task concerning developing a report on the possible approaches to addressing existing plastic pollution in a global agreement.

The contracting authority hereby invites interested eligible companies to submit offers for the solution of this task. The contracting authority's eligibility requirements can be found in the advertisement at www.udbud.dk.

2. SCOPE OF THE TASK

The advertisement includes the procurement of a report on the possible approaches to addressing existing plastic pollution in a global agreement. The task is described in more detail in Annex 1.

3. PERSONAL DATA

The contracting authority processes personal information in connection with receiving offers, typically contact information for one or more employees of the bidder. The General Data Protection Regulation grants rights to the registered, and the contracting authority's processing of personal data are described in the privacy notice at www.mim.dk.

Together with the offer, the bidder is requested to submit a declaration of notification of processing of personal data in connection with the advertisement process, cf. Annex 4. The declaration is requested completed and signed by the bidder.

4. PROCEDURE FOR THE ADVERTISEMENT

The contracting authority advertises the task in accordance with Title IV of the Danish Public Procurement Act, as the contracting authority has determined that this contract has a clear cross-border interest.

The process for submitting offers is organised as shown below.

4.1 Advertising material

The material that forms the basis for the submission of offers consists of the following:

- a. Tender conditions (this document).
- b. Annex 1 - The contracting authority's description of the task.



- c. Annex 2 - The contracting authority's draft contract.
- d. Annex 3 – Template for declaration of notification of personal data.

4.2 Submission of offers

The bidder must prepare a written offer. Only one offer may be made per bidder.

Offers must be received no later than Monday 27 March 2023 at 16:00, CET. Offers received after this date will not be considered.

Offers must be submitted in writing to joerg@mim.dk with “Procurement: Report on the possible approaches to addressing existing plastic pollution in a global agreement” in the title.

Offers must contain 1) a project description, 2) a draft timeline, 3) a budget, 4) the CVs of all involved personnel and 5) a signed declaration concerning the notification of processing of personal data (annex 3).

The offer must include descriptions in relation to the award criteria below, and the offers will subsequently be assessed based on these criteria.

The offer and all related material shall be in English or Danish.

The bidder must abide its offer for 2 months after the deadline for submission of offers.

The bidder's costs associated with submitting the offer are irrelevant to the contracting authority, also if the contracting authority decides to cancel the advertisement without awarding a contract.

The contracting authority is not obliged to return the offers to the bidders.

4.3 Contract award

Price: The task has a maximum price of DKK 200,000 excl. VAT.

Performance of the task/approach/method: The bidder must describe how they will approach the task and describe an overall plan for the performance of the project. The plan shall include a description of the data basis and shall also contain a proposal regarding which information will be reported at mid-term delivery, cf. the task description. It will be weighted positively in the assessment of this criterion that the description as far as possible meets the contracting authority's needs as described in the task description.

The professional competences of the performing team: The bidder must submit CVs containing the relevant professional qualifications and experience of the participants in the team, which will be responsible for the performance of the task. Each CV can maximum consist of one A4 page. It will be weighted positively that the team responsible for the performance of the task has experience with solving similar tasks related to international environmental law.



5. EVALUATION OF OFFERS

After the deadline for submission of offers, the contracting authority will evaluate the received offers on the basis of the above mentioned award criteria and decide, to which bidder to award the contract.

The contracting authority will conduct an overall assessment of the above criteria. The criteria must not be regarded as being mentioned in order of priority.

All the bidders will be notified simultaneously, and as soon as possible, of the decision regarding the contract award. The contracting authority intends to conclude the contract following the award decision.

5.1 Contract conclusion

The contract will be concluded on the basis of the draft contract in Annex 2.

The contract sets out the obligations and rights that will apply between the parties in connection with the performance of the task covered by this advertisement. It should be noted that the substantial terms of the draft contract cannot be changed.

The bidder's standard terms and conditions will not form part of the contract basis.

6. QUESTIONS

Any questions about the material or process may be addressed in writing to Jørgen Nyberget (joerg@mim.dk) no later than Friday 24 March 2023 at 10:00 CET. Questions received after this date will not be answered.

Questions will be answered in writing and as soon as possible after they are received.

Both questions and answers will be uploaded in anonymized form to www.udbud.dk.

7. CONTACT INFORMATION

The contracting authority is:

Ministry of Environment of Denmark
Frederiksholms Kanal 26
1220 Copenhagen K
Denmark
Contact person: Jørgen Nyberget (joerg@mim.dk)

8. TIMETABLE

The advertisement is expected to be completed according to the timetable below. It should be noted that the contracting authority reserves the right to make changes. Bidders will be notified of such changes.

Friday 3 March 2023 at 13:00 CET	Advertisement on www.udbud.dk
Friday 24 March 2023 at 10:00 CET	Deadline for asking questions



Monday 27 March 2023 at 16:00 CET	Deadline for submission of offers
Monday 3 April 2023 at 10:00 CET	Expected provision of notifications regarding the award decision to bidders
Wednesday 6 April 2023	Contract signing and eventual kick-off meeting

