T E N D E R C O N D I T I O N S

for

Delivery

Of

20 ea., Cartridge Pressure, Flotation, EH-101

# Tender DOCUMENTS

The complete tender documents consists of:

* Notice on Udbud.dk
* These tender conditions
* DALO Terms and Conditions
* Requirement specifications
* Cover Letter (template)

# THE delivery

The full and detailed description of the delivery is contained in DALO's Requirement Specification and the notice on Udbud.dk.

# Technical specifications and standards

N/A

# award criteria

The Contract will be awarded on the basis of the award criterion the economically most advantageous tender. In the evaluation of the tenders the Contracting Authority will use the following criteria with the specified weighting.

Should the situation arise, that two tenders achieve the exact same evaluation, and are these two tenders the economically most advantageous tenders, DALO will award the contract after drawing lots under strict observation of the principle of equal treatment.

*1.* *Price 80%*

The tenderer shall state the overall contract price excluding VAT and any other taxes in the tender.

DALO has a budget of 135.000 EUR in total, which is preferably not to be exceeded.

*2. Time of delivery 20 %*

The tenderer is asked to state in the tender the date of delivery in calendar days calculated from the signing of the agreement between the tenderer and DALO. When evaluating this award criterion, a short delivery time will be viewed positively, cf. however below.

DALO will not accept a delivery time of 125 calendar days or more, in which case the tender **will** be deemed non-compliant and not be taken into consideration.

The overall contract price and the delivery time offered by the winning tenderer will be published after award.

# reservations

**Reservations** regarding the Requirement Specification will not be accepted. If a tender contains such reservations it will be considered non-compliant and not be taken into consideration.

# DALO’s Terms and conditions

The tenderer is allowed to make reservations in regard to the provisions in the Terms and Conditions. The provisions in the Terms and Conditions may be subject to negotiation and be changed by DALO in the negotiations process.

# Negotiation

After having received the tenderes offer, negotiations will, if necessary, be conducted with each tenderer in order to adapt the offer in accordance with DALO’s Terms and Conditions.

DALO will inform each tenderer if a negotiation round is necessary.

Each tenderer will be invited to the same number of negotiation rounds and will be allotted the same time for negotiation in each round. Since the time allowed for negotiations is limited, it is important that the teams conducting the negotiations on behalf of the tenderers consist of persons with the ability to answer legal quickly. This will most likely lead to more effective negotiations.

The tenderers may be asked to submit additional offers if deemed necessary by DALO.

DALO will maintain the principles of equal treatment and transparency during the entire negotiation phase. Thus, DALO will not reveal any technical or financial part of the submitted offers from one tenderer to another during the negotiations of DALO terms and conditions. Nor will DALO reveal any other confidential information without specific and written consent.

DALO may request the tenderers to reply to written questions after the negotiations or between each round of negotiations as part of the ongoing dialogue.

# Questions in writing

Questions regarding the tender documents shall be submitted to FMI-KTP-ID-TENDER-LU@MIL.DK

Questions and answers (anonymized) will be uploaded to www. udbud.dk with the other tender documents.

Questions received within the deadline stated below under section 10 will be answered.

Questions received later than that, will not be answered.

# The content of the tender

Tenders shall be in English

The tender shall contain the following:

1. Cover letter – preferably using the DALO template
2. Filled out Requirement Specification

Tenderers are especially made aware of that they shall not submit their own terms of delivery, but are allowed to propose changes to DALO´s Terms and Conditions. Tenderes are not to submit any other documentation not requested by DALO.

# Deadline for submitting bids; Timeframe during which the tenderer must maintain the tender

The tender must be submitted by e-mail to [FMI-KTP-ID-TENDER-LU@MIL.DK](mailto:FMI-KTP-ID-TENDER-LU@MIL.DK) no later than 19 March 2018 at 1300 CET. Tenders received after this time will not be taken into consideration.

The tenderer must maintain the bid for a period of 3 months after the deadline.

# Handling of tenders and complaint instructions

DALO does not consider the tender procedure concluded until the contract is signed and reserves the right to terminate the procedure without an award. Regardless of whether the contract is awarded or not, all tenderers are bound by the terms of the bid until DALO has entered into a contract or the period set out in clause of these Instructions to tenderers has expired.

Should the contract be awarded to a joint group of economic operators (a consortium) the participants of such consortium shall assume joint and several liabilities and appoint a representative of the group who is authorized to be DALO's contact to the consortium.

Complaints regarding the award of the contract must be filed to the Complaints Board for Public Procurement with copy to DALO within 45 calendar days after receipt of the notification letter. The Complaints Board for Public Procurement can however only handle cases in which the contract has cross-border interest or exceeds the thresholds of the Danish Act no. 1564/2015 on Public Procurement (in Danish: “Udbudsloven”) or Directive 2009/81/EC of the European Parliament and of the Council of 13 July 2009.

# schedule for the tender procedure

|  |  |
| --- | --- |
| Date, time | Event |
| 09-03-2018 | Submission of the tender notice at udbud.dk. |
| 13-03-2018 | Deadline for the submission of questions regarding the tender documents expires. |
| 14-03-2018 | Deadline for DALO's reply to questions regarding the tender document expires. |
| 19-03-2018 at 13.00 | Tender deadline. |