

Tender Document

**Invitation for open tender procedure
for rental of a vessel to host a research-cruise
for the MAREANO-project on behalf of the
Institute of Marine Research, Norway**



Project No. 20/00187



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1. APPENDICES

Appendix No.	Attached documents	Include in the tender specification documents
Appendix 1	Contract with appendices	<input checked="" type="checkbox"/>
Appendix 2	Price and Product Form, Tender letter	<input checked="" type="checkbox"/>
Appendix 3	Declaration of commitment	<input checked="" type="checkbox"/>

2. ABBREVIATIONS AND EXPRESSIONS

The following abbreviations, names and expressions are used in the tender documents:

Abbreviation	Explanation	Notes
The Procurement Act	Norwegian Public Procurement Act of 17 June 2016, No. 73	
The Public Procurement Regulations	Norwegian Public Procurement Regulations of 12 August 2016 No. 974	
The Freedom of Information Act	Norwegian Freedom of Information Act of 19 May 2006, No. 16	
The Public Administration Act	Norwegian Public Administration Act of 10 February 1967, No. 9	
DOFFIN	Database for Public Procurement	National database of public procurements
TED	Tenders Electronic Daily	European database of public procurements
Mercell		The customer uses the Mercell tender management tool to manage the tender competition.
Tender documents	The common term for the announcement and the procurement document with attachments.	

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3. THE ASSIGNMENT

3.1. Contracting Authority

The Contracting authority for this acquisition is the Institute of Marine Research (IMR), Norway.

The Norwegian Institute of Marine Research is also acting on behalf of the following contracting authorities: Norwegian Mapping Authority and The Geological Survey of Norway.

With more than 1000 employees, IMR is Norway's largest Centre of marine science. Our main task is to provide advice to the Norwegian authorities on aquaculture and the ecosystems in the Barents Sea, the Norwegian Sea, the North Sea and the Norwegian coastal zone. For this reason, about fifty percent of our activities are financed by the Norwegian Ministry of Trade, Industry and Fisheries.

IMR's headquarters are in Bergen, but important tasks are also carried out in our department in Tromsø, and at the research stations in Matre, Austevoll and Flødevigen. In addition, IMR has several vessels at its disposal, both owned and rented ones.

More information about the IMR can be found at www.hi.no

3.2. Contract notice

The contract notice is found in DOFFIN (www.doffin.no), TED (www.ted.europa.eu) and in Mercell.


3.3. The acquisition applies to

This acquisition request concerns the rental of an ice-going ship to carry out a MAREANO research-cruise in 2021 in the Barents Sea north of Svalbard with a duration of 4-6 weeks, preferably in the period between August-October. The start and end of the cruise will be in Tromsø, Norway.

The MAREANO voyage aims to map the geological, biological and chemical environment of the seabed to generate knowledge for use in national management plans for Norwegian marine areas according to current identified mapping needs. Knowledge from the MAREANO project is continuously being published, including at www.mareano.no.

The MAREANO program is interdisciplinary and cross-institutional, and the survey is carried out in collaboration with the Norwegian Mapping Authority (Kartverket), the Norwegian Geological Survey (NGU) and the Institute of Marine Research (IMR). The MAREANO program is led by a cross-institutional program group, while the steering group is made up of five government ministries.

The mapping of geological, biological and chemical seafloor environments is carried out in areas where the MAREANO program has already acquired high-resolution depth maps through the Mapping Authority. Geological, biological and chemical mapping is carried out using several types of tools such as bottom grabs, multicore

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samplers, beam trawls, epibenthic sleds, towed HD video footage of the seabed, as well as bottom penetrating sonar and CTDs/water collectors.

See the tender specifications in Merccell for further information.

3.4. Scope of the contract

The acquisition is for one vessel to undertake one research-cruise in 2021.

Total contract value including options is approximately 16 million NOK excl. VAT. depending on rental period.

It is not possible to tender for only parts of the project.

3.5. Duration and option of the contract

The contract is for a 4-week research-cruise with an option for the client to extend the research-cruise by up to 2 weeks to a total of 6 weeks. Exercising of the option will be decided before entering into a contract.

The research-cruise must be completed in the period between 1 August to 15 October 2021.

3.6. The Contracting Authority's Reservations

The specified scope are estimates based on individual statistics, reported volumes from our departments and information from existing suppliers. The Contracting Authority reserves the right to make changes to the volume based on budget, political proceedings, competition for services, the Contracting Authority's activities and/or organization.

3.7. Use of subcontractors


Use of subcontractors is permitted. If subcontractors will be used, be sure to complete Appendix 3.

In Appendix 3, the supplier must provide information regarding the subcontractors that will be used and their involvement in the contract.

If suppliers need the support of other businesses to meet the requirements in terms of economic and financial capacity and/or technical or professional qualifications, this should also be included in Appendix 3.

3.8. Tender documents

The attached contract applies to this procurement. The contract refers to contract documents with relevant appendices and attachments. Tenderers must acquaint themselves with the terms and conditions of the contract and the other tender documents.

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4. IMPLEMENTATION OF THE COMPETITION

4.1. Regulations

The procurement is subject to The Procurement Act and The Public Procurement Regulations, section I and III.

4.2. Procedure

This is an open tender procedure, which means that all interested suppliers can submit tenders. The suppliers must submit the requested documents at the same time when they submit the rest of the tender.

The tender cannot be modified after the tender deadline or be changed through negotiations. If anything is unclear in the tenders, the Contracting Authority has the opportunity to request clarifications, provided that the ambiguous parts do not imply that the tender must be rejected according to the Norwegian Public Procurement Regulations.

If the tender appears to contain errors, ambiguities or omissions, the Contracting Authority can request the tenderers to clarify these issues within a short additional deadline. However, supplemental information/clarification should not result in an improvement of the tender as this would be in violation of the general prohibition against negotiations which applies when conducting an open tender procedure.

4.3. Language

The tender and all communication, both during the competition and the contracting phase, shall be conducted in English or Norwegian.

4.4. Changes to the procurement document


If necessary, the Contracting Authority can make minor corrections, additions or changes to the procurement document prior to the tender deadline. These types of corrections, additions or changes will be sent to everyone who has registered interest in the tender competition in Mercell. If the competition is revised, it will be shown as a new version of the competition.

4.5. Market Analysis

The Contracting Authority has carried out a market analysis, with a preliminary requirement specification. The requirements are then adjusted to try to hit a larger market.

The analysis was carried out by a broker who may also submit bids in this competition.

It is estimated that the response deadline is sufficient for all, so that consideration for equal treatment is taken care of. If consideration for equal treatment is not felt to be taken care of, this must be reported as soon as possible and within the deadline for submitting questions (see date in Mercell).

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4.6. Communication and providing information

Confirmation of participation in the competition must be done electronically in Mercell. Click on the tab 'Submit tender' and then click the button 'I want to submit a tender' or 'I do not wish to submit a tender.' This is only meant to be an indicator for the Contracting Authority of the number of tenders that can be expected, and it is not binding upon the supplier.

All communication in this process must be conducted via the Mercell portal so that it can be logged. If suppliers have questions about the competition or discover errors in the tender documents, these inquiries should be communicated via Mercell. Select the "Communication" tab. Then click at the "new message"-icon and write your message. Then click the "Send" -icon. The Contracting Authority will then receive the message.

If the Contracting Authority receives messages that affect all tenderers, the questions will be anonymised, answered and made available to all suppliers who have expressed interest in the competition. The communication system in Mercell will also be used by the Contracting Authority when making changes to the competition.


In terms of additional information, this is displayed via the "Communication" tab in the Mercell portal.

4.7. Deviations by the tenderer

Any reservation or deviation to the requirements for the procurement (specification / technical specification) or the terms of the Contract must be clearly specified in the tender. The reservations/deviations must be precise and unambiguously specified and must enable the Contracting Authority to evaluate the reservations/deviations and estimate the costs for these reservations/deviations without contacting the tenderer. When evaluating the tenders, reservations and/or deviations may result in additional costs being added to the tender price.

Tenders that contain significant reservations/deviations from the procurement documents will be rejected. Significant reservations/deviations are for instance:

- Reservations/deviations from specified requirements for the procurement (specification / technical specification)
- Extensive reservations/deviations towards the contract terms
- Reservations and/or deviations that cannot be calculated in terms of cost
- The tenderer's requirement to use its own (tenderer's) delivery and/or sales terms
- Lack of acceptance of the Contracting Authority's General Conditions of Purchase, such as delivery terms, payment terms, etc.
- Several minor reservations/deviations which collectively must be considered as significant
- Reservations and/or deviations that prevent the Contracting Authority from being able to compare the deviating tender with other tenders

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It is recommended that tenderers pose clarifying questions instead of making reservations/deviations to the tender documents. Be advised that there is a deadline for asking questions.

4.8. Alternative tenders

Alternative tenders will not be accepted and will not be evaluated.

4.9. Cancelling the competition

The Contracting Authority may cancel the tender competition effective immediately if there are reasonable grounds.

4.10. Costs for participating in the competition

Tenderers must bear all the costs of participating in the competition.

4.11. Public access to the tender documents

The Contracting Authority will keep the procurement protocol and the tenders received in the competition shielded from public view until the winning tender is chosen. Thereafter, only the information in the tenders that is considered trade secrets or personal information subject to confidentiality is exempt from public access.

The Contracting Authority will perform an independent assessment of the existing documents when determining the required level of access. Public access to the tender documents is permitted pursuant to the Freedom of Information Act, the Public Administration Act and the Public Procurement Regulations.

The Freedom of Information Act does not require consent to be obtained to provide access.

5. QUALIFICATION CRITERIA

Qualification criteria are minimum requirements towards the tenderers and is set to ensure the tenderer's suitability to execute the procurement in question and to fulfil the contract terms. The qualification criteria are listed in Merccell.


In Merccell the term "qualification criteria" is referred to as "qualification demands".

The qualification criteria are listed in Merccell.

In order to have your tender evaluated, the tenderer must fill in the electronic self-declaration form, European Single Procurement Document (ESPD). The ESPD must be submitted together with the tender to show that the tenderer is fulfilling the qualification criteria and that there are no reasons for rejecting the tenderer.

Prior to awarding the contract, the selected tenderer will be asked to provide updated documentation regarding fulfilment of the qualification requirements.

More information on the ESPD is found here: <https://ec.europa.eu/tools/espd>

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6. SPECIFICATION

The specification describes the requirements for the product. These are also known as technical specifications.

The Contracting Authority has specified requirements for the goods and/or services to be procured. The requirements specified are minimum requirements that must be fulfilled. If a requirement is not fulfilled, the rejection provisions in the Public Procurement Regulations will apply.

The specification is set out in the tender specifications in Merccell. In Merccell the term “requirement” is used for the specification / technical specification.

Nr	Specification - Provider must meet the following requirements: Requirements for vessels are documented in the form of written statements, technical documentation and drawings (GA in A4 format) for vessels and equipment.	
1.	General characteristics	
1.1.	Certificates	The vessel must have all certificates valid for the vessel and equipment including radio equipment for areas A1 to A4 where the vessel will operate. The construction and certification/classification for operating in the high seas and waters around Svalbard.
1.2.	Operation in ice	The vessel must be able to operate in Arctic waters during summer/autumn with old ice inclusions or light ice conditions. Please describe capability and specify ICE-class or Polar Code Certificate.
1.3.	Cruising speed	The vessel must be capable of cruising in open sea at 10 knots or more.
1.4.	Endurance	The vessel must be able to operate continuously on a mission for at least 42 days.
1.5.	Availability	The time period and length of the voyage must be a minimum of 4 consecutive weeks (including mob / demob) in the period between 1st August - 15th October 2021, with an option for 2 extra weeks. A total of 6 consecutive weeks. Available periods must be stated.




2.	Indoor workspace and storage	
2.1.	Video rig workspace	<p>The vessel must have the following workspace for video acquisition, indoor or optional, space for a video-operation container:</p> <ul style="list-style-type: none">- Pilot room for the towed video rig, minimum 10 m² and good heat and ventilation. The pilot room must have winch control and video feed, and the winch is controlled by the vessel crew.- Video analysis space for minimum 4 people with good chairs / worksurfaces, two large screens (50 inches), a video rack (60x60x100cm), control unit (60x40cm) and PC / keyboards. Equipment must be able to be arranged so that there is an unobstructed view from all chairs to the screens.- The ability to connect to information about the vessel's position, timestamp, station patches, depth etc.- Good communication abilities between scientific personnel in the video room and winch operator during video rig operation.
2.2.	Office space	<p>The vessel must have an office space with network, printer and internet, including tables for at least 2 people who have brought their own computers.</p>
2.3.	Laboratory space	<p>The vessel must have lab space or space and facilities for two 20' lab containers.</p> <ul style="list-style-type: none">- A wet lab and a dry lab (with heat) for handling collected material (sediments and biology), which are in close proximity to each other (or combined) and are close to the area where the gear comes on deck (especially the multi-corer).- Access to bench space, power, networks and position information screens- The lab area must be large enough for workplaces for geology, biology and chemistry tests, for a total of 5 people's workplaces. Lab space can be divided into several rooms.
2.4.	Indoor storage	<p>The vessel must have indoor storage space for equipment or space for two 20' containers including workspace for opening doors and handling equipment.</p> <p>Minimum area: approx. 50 m² (100 cubic meters) to approx. 20 Euro pallets</p>
2.5.	Cold Storage	<p>The vessel must have cold storage space for samples in a cold room and freezer compartment</p> <ul style="list-style-type: none">- Volume freezer space: 2 m³- Volume at outside temperature: 2 m³- Area of inside space: minimum 4 m²




3.	Deck equipment	
3.1.	Trawl deck	The vessel must have a trawl deck for hauling and setting of the epibenthic sled and beamtrawl.
3.2.	Winch - wire	<p>The vessel must have winches and wire for sampling down to a depth of approx. 3500 m. Please specify (length and dimension).</p> <ul style="list-style-type: none">- Winches with wire to attach sampling equipment (grab, box core, multi-core, mini-trawl and sled) with capacity for loading from sea and lifting from the bottom.- The length of the trawl (small beam trawl)/ sled wire must be sufficient length. We assume that a wire dimension of 14 mm diameter will be sufficient, but requesting information on what the vessel can offer.- Winch for launching grabs, multicorer and gravity corer from the side amidships.- Lift height minimum 3.5 m over working deck.
3.3.	Winch - fiber	<p>The vessel must have a fiber optic cable winch, with conductivity for high voltage current and the possibility of fast fine regulation of cable length. Minimum specification cable 1 x FO 9/125 (single mode fiber) / 2 x EL 1.5 mm² 1000V / 2 KVA (electric conductors).</p> <p>Alternatively, the ship must be able to hydraulically attach IMR's own mobile fiber optic winches to a suitable crane with a lift height of at least 3 m and approx. 1.5 tonns lifting capacity, launched from amidships or in a moon pool.</p>
3.4.	Crane capacity	Work cranes must be able to lift containers at the quay. Please specify.
3.5.	Deck storage space	<p>The vessel must have available space and attachments for a minimum of two 10' containers, with the possibility of opening the doors unobstructed and the possibility of power connection.</p> <p>If video room (cf 2.1), indoor lab (cf. 2.3) nor storage space (cf. 2.4) are offered, additional space and attachments for minimum six 20' containers are needed.</p>
3.6.	Freeboard amidships	The vessel must have a freeboard of less than 4m in height (from the waterline to the deck) for loading and unloading of grabs / samplers on the side of the stern deck.



3.7.	Deck workspace	The vessel must have workspace on deck including: <ul style="list-style-type: none">- An area of deck for handling bottom sampling equipment and collected samples: bottom grab, trawl, sled, minimum approx. 25 m².- An area for flushing / sieving / rinsing / sorting of bottom samples, approx. 10 m².- A reliable seawater pump (a separate system from the fire pump is advantageous).- Good drainage for flushing of sediment / sample residue after processing bottom samples.
3.8.	Hangar/ Covered area	The vessel must have a dry, covered area (possibly a hangar) for the maintenance of a video rig, or space for a service container (20') in the vicinity of working deck for the video equipment (cf. 3.3)
3.9.	Equipment launching	The vessel must be capable of launching various equipment such as the video rig, grabs and the multi-corer, amidships or through a moon pool.
3.10.	Electricity	The vessel must have an outlet of 230V minimum 16A.
3.11.	Seawater pump	The vessel must have a seawater pump for flushing the deck.
3.12.	Fresh water	The vessel must have fresh water for flushing cameras and sensors.
4.	Navigation and communication	
4.1.	Positioning	The vessel must have / be able to provide positioning and stabilization of the vessel <ul style="list-style-type: none">- Dynamic positioning.- Underwater positioning (e.g. HiPAP or similar).- Underwater positioning for towed platforms (e.g. tilted HiPAP).- A transponder option for sampling equipment, e.g. grab, multicore, if the system is different from Kongsberg HiPAP. The client has 5 transponders, including 3 MST342 and 2 C-node (the new upgraded type).
4.2.	Communication	The vessel must have: <ul style="list-style-type: none">- Network for internal communication- Intercom for communication between bridge, crew and scientific key personnel- The vessel must be equipped with satellite communication.
4.3.	Olex electronic chart system	The vessel must have Olex electronic chart system or equivalent. If a system other than Olex, there will be a need to connect GPS signal to Mareano's Olex computer and network access to broadcast Olex data. Please specify navigation system.

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5.	Measuring Equipment	
5.1.	SBP	The vessel must have a sediment sub-bottom profiler that can be used down to water depth 3500 m. The sediment sonar must be roll, pitch and yaw stabilized, calibrated for position and with a frequency source within 2.5 kHz to 20 kHz. Please specify.
6.	Facilities on board	
6.1.	Capacity	The vessel must have a staff capacity of the client's personnel, a minimum of 16 persons, and have its own crew sufficient to operate 24 hours a continuous operation of the vessel, the equipment to be used, cranes, winches, and catering for a two-shift scheme.
6.2.	Cabins	The vessel must have cabins for scientific staff, a minimum of 10 cabins, of which there should be a minimum of 4 single-person cabins. Confirm the number of cabins that can be used by the client.
6.3.	Living quarters	The vessel must have at least one mess and common living room.
6.4.	Food service	Food service information must be provided, including the number of meals per 24-hour period and how many of these are hot.
6.5.	Rescue equipment	The vessel must have the necessary rescue equipment, checked and approved, including rescue suits for all personnel from the Client.
6.6.	Wardrobe/ Changing facilities	The vessel must have wardrobe space with drying facilities (for overalls, gloves etc).
6.7.	Disease reducing measures	<p>The vessel must have procedures and equipment for reducing risk of spreading contagious diseases such as Covid-19 among personnel, including cleaning procedures, and good wardrobe space, toilet facilities, and living quarters.</p> <p>The vessel must have extra cabins in case the need for isolating sick personnel, if single-person cabins cannot be offered to all.</p> <p>Confirm procedures and the number of available cabins.</p>
7.	Professional requirements for crew	
7.1.	Language	Captain and crew of Norwegian registered (NOR) vessels must be able to master the Norwegian language, for foreign registered vessels and NIS registered vessels they must be able to communicate in English or a Scandinavian language, this also applies to all safety instructions and safety equipment and posters. Provide information on language.

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No	Administrative requirements:	
1.	Contact info	Enter Name of the Vessel and contact information for the person who will be the supplier's contact person through the procurement process (name, position, telephone and email)
2.	Requirements and clauses	Requirements and clauses that appear in draft contracts with appendices, including HSE regulations, appendix 1, must be accepted
3.	Deviations or reservations	For any nonconformities or reservations, see section 4.6 of the Tender document. State whether the offer is given; <u>with</u> or <u>without</u> deviations / reservations.
4.	Tax certificate	A tax certificate must be attached for value added tax and tax. The tax certificate must not be older than 6 months from the deadline for submitting offers. This requirement applies only to Norwegian Tendere.

7. AWARD CRITERIA

Award Criteria is the criteria on which the Contracting authority will evaluate the received tenders and apply when selecting a tender. An overall assessment of the award criteria will determine which of the qualified tenders will be awarded the contract.

The Contracting authority reserves the right to perform an inspection. As a part of evaluation an inspection of the vessel and equipment may be executed. This may also include a meeting and visit to the management office including a check of the implemented Health, Safety, Environment and Quality management system.


The acquisition will be made by the supplier that offers the best relationship between cost and quality.

Award criteria are given points from 1 to 10. Lowest price gives best points. Best offered vessel characteristics after a total overall rating give the best score.

The tenderer is responsible for ensuring that the award criteria listed are sufficiently documented.

The tenderer has an independent responsibility for documenting fulfilment of award criteria. Missing or deficient documentation of award criteria may result in rejection of tenders.

Award criteria are set out in the following tables and must be completed in an Excel sheet found under "Document" in Mercell. See "Price and Vessel Features, Appendix 2". The form is submitted via Mercell.

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No	Award Criteria	Documentation	Priority / weighting
7.1	Price	Complete Price and Vessel Features, Appendix 2	50 %
7.2	Vessel Features	Complete Price and Vessel Features, Appendix 2	50 %

7.1. Award criterium 1 - Price

A daily rate is requested for the vessel in accordance with the requirements specification (cf section 6). Price must be stated in Norwegian kroner excl. VAT.

The offered daily rate 1 and 2 shall include all expenses for daily operations, such as expenses for vessel rent, bunkers, lubricating oil, NOx, urea, any port fees, catering and all meals for all participants from the client during the voyage period.

Daily rate 1

A daily rate is requested for week 1-4. In addition to expenses for daily operations, it is assumed that all non-recurring expenses incurred by the provider in connection with the voyage will be included in this daily price. Such as transit, mobilization and demobilization, installation of new equipment or other.

Daily rate 2

A daily rate is requested if the trip is extended according to the option about one to fourteen days extra. It is then assumed that only expenses for daily operations are included in Daily rate 2.

Nr	Price	Price according to specification (ref. Point 6)
1.	Daily rate 1	Daily rate, day 1-28. Including all expenses for daily operations and all non-recurring expenses.
2.	Daily rate 2	Daily rate, day 29-42. Including all expenses for daily operations.

7.2. Award criterium 2 - Vessel Features

The tender shall prepare a description on each of the requirements set in section 7. The description must say what the Tender can commit to deliver. "Should have" means beneficial in the evaluation.

The Contracting Authority will evaluate the description of Vessel Features and the criteria are emphasized after an overall assessment. Best scores on features will receive 10 points, and points for the other offers will be assessed in terms of this.

Nr	Product	Description
1.	Expertise	The vessel should have crew with good knowledge and experience of scientific research, fishing, fishing and / or coastal shipping in northern polar waters. Experience must be documented.



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2.	Container mounts	The vessel should have container mounts (cf. ch. 6. point 3.5) in the vicinity of workstations (cf. point 3.7) on deck and lab for efficient workflow.
3.	Deck space	The vessel should have deck space for containers containing laboratories / control stations for special requirements (specially designed laboratories, etc).
4.	Laboratory space	Indoor Laboratory space to accommodate requirements given in 2.3 is preferred over container solution.
5.	Storage space	Indoor storage space to accommodate requirements given in 2.4 is preferred over container solution.
6.	Launch hangar amidships	The vessel should have a hangar / superstructure for launching various equipment amidships and for collection/processing of samples and equipment as samples are collected.
7.	Launch area	The vessel should have an amidships launch area with <4m free-board or a moon pool for launching the video rig and other gear.
8.	Roll-damping	The vessel should be capable of roll-damping.
9.	A-frame	The vessel should have an A-frame.
10.	UPS	The vessel should have access to stabilized power (UPS).
11.	Power Outlet	The vessel should have an outlet for 1000V / 3000V.
12.	Hangar	The vessel should have a hangar area for video rig equipment and maintenance.
13.	Heave compensation	The vessel should have heave-compensation on the work winches (enabling work in rougher seas).
14.	Echosounder	The vessel should have a (navigation) echosounder system with signal output for internal broadcasting of depth. Should be adapted for water depths down to 3500m.
15.	SBP	The vessel should have hull mounted sediment sub-bottom profiler (cf. 5.1).
16.	CTD	The vessel should have a CTD and water sampling rosette for minimum 6 bottles.
17.	MBES, shallow	The vessel should have a multibeam echosounder system adapted to shallow and medium water depths.
18.	MBES, deep	The vessel should have a multibeam echosounder system adapted to deep water depths (>3000 m).
19.	Living Quarters	The vessel should have: <ul style="list-style-type: none">- Lockable one-man cabins with writing and working opportunities.- Washbasin / shower / WC near the sleeping area.- Mess / dining room separate from the wheelhouse / work areas.
20.	Cabins	The vessel should have a minimum of 16 single-person cabins for the Client.

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21.	Facillities	Cabin capacity and convenience will be considered when comparing to others tenders with similar facilities.
22.	Communic- ation	The vessel should have Internet communication with good bandwidth, and good antenna
23.	Video rig broadcast	The possibility of internal broadcasting of video and ship position to a lab and common room.

8. REQUIREMENTS FOR THE TENDER

8.1. Tender deadline

The deadline for submitting questions and bids is displayed in the Mercell portal.

8.2. Documents to be submitted

The following documentation must be included with the tender:

No.	Requirements/ criteria	Documentation
a.	Qualification criteria	The European Single Procurement Document (ESPD). To be completed and submitted via the Mercell Portal.
b.	Specifications, Chapter 6	Minimum requirements that must be fulfilled, to be completed and submitted via the Mercell Portal.
c. d.	Award Criteria – price Award Criteria - other	Award criteria are set out in the following tables and must be completed in an Excel sheet found under "Document" in Mercell. See "Price and Vessel Features, Appendix 2". The form is submitted via Mercell.

8.3. Submission

The bid must be delivered via Mercell, and this requires the registration to be completed in Mercell. Questions about how to use Mercell should be directed to Mercell Support. It is recommended to submit the bid well in advance of the deadline. It is possible to change the tender until the tender deadline expires. The last bid submitted will be considered to be the final bid.

8.4. Contact information Mercell

- Telephone: (+47) 21 01 88 60
- email: support@mercell.com

8.5. Submitting bids

The tender has an independent responsibility to ensure that the bid is complete and submitted prior to the deadline.
