

Project Reference e.g- VOPS 2024 - A1.10.2024

**Tender for the
Supply, Delivery and Commissioning of
3 drones**

Date Published	5th April 2024	
Deadline for Submission	27th April 2024	1500hrs
Tender Opening	27th April 2024	1530hrs

“This project has been funded by the Youth Voluntary Service (YVS) managed by the Malta Council for the Voluntary Sector (MCVS) supported by the Ministry of Inclusion and the Voluntary Sector (MIV)”

SECTION 1 – INSTRUCTIONS FOR TENDERERS

1.1 General Instructions

- In submitting a tender, the tenderer accepts in full and in its entirety, the content of this tender document, including subsequent clarifications issued by *Malta Rescue Corps*, whatever his own corresponding conditions may be, which he hereby waives. Tenderers are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this tender document.
- No account can be taken of any reservation in the tender as regards the tender document; any disagreement, contradiction, alteration or deviation shall lead to the tender offer not being considered any further.
- Prospective tenderers must submit their response to this tender as indicated in Section 1.10

1.1.2 The scope of this Call is the Supply and Delivery of 3 drones with flir capability

1.1.3 The drones should be delivered within 10 weeks from the date of the signing of the 'Letter of Acceptance'.

1.1.4 This is a lump-sum contract.

1.1.5 This call for tenders is being issued under an open procedure.

1.1.6 The tenderer will bear all costs associated with the preparation and submission of the tender. *Malta Rescue Corps* will in no case be responsible or liable for such costs, whatever the conduct or outcome of the procedure.

1.2 Time-table

	DATE	TIME
Deadline for request for additional information from <i>Malta Rescue Corps</i>	5th April 2024	1700hrs
Deadline for submission of tenders	27th April 2024	1500hrs
Tender opening session	27th April 2024	1530hrs
All times Central European Summer Time (CEST)		

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1.3 Lots

1.3.1 This tender is not divided into lots, and tenders must be for the whole of quantities indicated.

1.4 Variant Solutions

1.4.1 No variant solutions will be accepted. Tenderers must submit a tender in accordance with the requirements of the tender document.

1.5 Financing

1.5.1 This project has been funded through the Voluntary Organisations Project Scheme (VOPS) managed by the Malta Council for the Voluntary Sector (MCVS) supported by the Ministry for Inclusion and the Voluntary Sector (MIV)".

1.5.2 The beneficiary of the financing is *Malta Rescue Corps* and all fiscal receipts shall be addressed to the same organisation.

1.6 Clarification Meeting

1.6.1 *nil, but prospective bidder can send emails at rescuecorpsmalta@gmail.com till 20th April 2024*

1.7 Selection Criteria

1.7.1 In order to be considered eligible for the award of the contract, tenderers must meet or exceed certain minimum specification described hereunder.

1.7.2 Financial and economic standing - No evidence of financial and economic standing is required.

1.7.3 Proof of technical capacity - No minimum requirements are required.

1.8 Explanations/Clarification Notes Concerning the Tender

1.8.1 Tenderers may submit questions in writing to *Malta Rescue Corps* by sending an email to rescuecorpsmalta@gmail.com until 20th April 2024. *Malta Rescue Corps* shall reply to all tenderers' questions, and amend the tender documents by publishing clarification notes, up to at least 3 calendar days before the deadline for submission of tenders.

1.8.2 Questions and answers, and alterations to the tender document will be sent to all prospective bidders by e-mail. Clarification notes will constitute an integral part of the tender documentation, and it is the responsibility of tenderers to check their respective e-mail account in order to obtain the latest information published prior to submitting their Tender.

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1.8.3 Prospective tenderers are encouraged to register their respective contact details at rescuecorpsmalta@gmail.com so that any clarifications/communications pertaining to this tender procedure will be communicated to them in due time as per tender document. *Malta Rescue Corps* shall not be held responsible for any misdemeanour if this condition is not adhered to.

1.8.4 *Malta Rescue Corps* may, at its own discretion, as necessary, extend the deadline for submission of tenders to give tenderers sufficient time to take clarification notes into account when preparing their tenders.

1.9 Currencies of Tender and Payments

1.9.1 The currency of the tender is the Euro (€). The bids must be expressed in Euro (€).

1.9.2 Payments will be made upon certification of works by *Malta Rescue Corps*, based on the invoice issued by the successful tenderer, in accordance with the time-frames, terms and conditions of the contract.

1.10 Presentation & Submission of Tenders

1.10.1 The tender must comprise the following duly completed documents, inserted in a single, sealed envelope marked as Tender Drones. – VOPS 2024 - A1.10.2024

- (i) Tender Form (refer to Section 3).
- (ii) Tenderer's technical offer in response to specifications outlined in Section 2. Include all relevant literature.
- (iii) A financial bid calculated on a basis of Delivery Duty Paid (DPP) for the works/supplies tendered (refer to Section 4).

1.10.2 The tenderers submission must be typed in, or handwritten in indelible ink. Any pages on which entries or corrections to his submission have been made must be initialled by the person or persons signing the tender. All pages must be numbered consecutively by hand, machine or in any other way acceptable to *Malta Rescue Corps*.

1.10.3 All tenders must be received by not later than 27th April 2024 at 1500hrs and send by registered mail or courier service to

Malta Rescue Corps
c/o Berkah 42 a Gnien Xibla Street Xaghara Gozo Xra2404 Malta

Tenders submitted by any other means (e.g. email) will not be considered.

1.10.4 No liability can be accepted for late delivery of tenders. Late tenders will be rejected and will not be evaluated.

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1.11 Alterations and Withdrawal of Tenders

- 1.11.1 Tenderers may alter or withdraw their tenders by written notification prior to the *Malta Rescue Corps*. No tender may be altered after the deadline for submission.
- 1.11.2 Any notification of alteration or withdrawal must be prepared, sealed, marked and submitted in accordance with Clause 1.10, and the envelope must also be marked with “alteration” or “withdrawal”.

1.12 Opening of Tenders

- 1.12.1 Tenders will be opened by *Malta Rescue Corps* during a public session on the *Malta Rescue Corps Tal Maggi Xwekija Gozo*. Summary of Tenders Received’ will be published on *Malta Rescue Corps facebook*
- 1.12.2 During the opening of the tenders, the tenderers' names, the tender prices and any other information *Malta Rescue Corps* may consider appropriate, will be made available.
- 1.12.3 Envelopes marked “withdrawal” will be read out first and returned to the tenderer.
- 1.12.4 Reductions or alterations to tender prices made by tenderers after submission will not be taken into consideration during the analysis and evaluation of tenders.

1.13 Secrecy of the Procedure

- 1.13.1 After the opening of the tenders, no information about the examination, clarification, evaluation or comparison of tenders or decisions about the contract award may be disclosed before the notification of award.
- 1.13.2 Information concerning checking, explanation, opinions and comparison of tenders and recommendations concerning the award of contract, may not be disclosed to tenderers or any other person not officially involved in the process unless otherwise permitted or required by law.
- 1.13.3 Any attempt by a tenderer to approach any member of the Evaluation Committee/ *Malta Rescue Corps* directly during the evaluation period will be considered legitimate grounds for disqualifying his tender.

1.14 Tender Evaluation Process

- 1.14.1 The Evaluation Committee will check the administrative and technical compliance of each tender. Tenders which are administratively and technically compliant will be evaluated financially.

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1.15 Criteria for Award

1.15.1 The sole award criterion will be the price. The contract will be awarded to the cheapest priced tender satisfying the administrative and technical criteria.

1.16 Right of *Malta Rescue Corps* to Accept or Reject any Tender

1.16.1 *Malta Rescue Corps* reserves the right to accept or reject any tender and/or to cancel the whole tender procedure and reject all tenders. *Malta Rescue Corps* reserves the right to initiate a new invitation to tender.

1.16.2 *Malta Rescue Corps* reserves the right to conclude the contract with the successful tenderer within the limits of the funds available. It can decide to ask for a discount from the cheapest compliant tenderer.

1.16.3 Cancellation may occur where:

- a) the tender procedure has been unsuccessful, namely where no qualitatively or financially worthwhile tender has been received or there has been no response at all;
- b) the economic or technical parameters of the project have been fundamentally altered;
- c) exceptional circumstances or force majeure render normal performance of the project impossible;
- d) all technically compliant tenders exceed the financial resources available;
- e) there have been irregularities in the procedure, in particular where these have prevented fair competition.

In no circumstances will *Malta Rescue Corps* be liable for damages, whatever their nature (in particular damages for loss of profits) or relationship to the cancellation of a tender, even if *Malta Rescue Corps* has been advised of the possibility of damages. The publication of a contract notice does not commit *Malta Rescue Corps* to implement the programme or project announced.

1.17 Appeals

1.17.1 *Malta Rescue Corps* shall publish a notification on its website / facebook page indicating the awarded contract, the financial aspect of the award and the name of the successful tenderer. *Malta Rescue Corps*, by electronic means, inform the tenderers concerned of the publication of the award. *Malta Rescue Corps* will be precluded from concluding the contract during the period allowed for the submission of appeals.

The award process shall be completely suspended if an appeal is eventually submitted.

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- 1.17.2** Any tenderer who is aggrieved by the award indicated by Malta Rescue Corps may, within 10 working days from the publication of the notice, file a letter of objection, together with a deposit, with Malta Rescue Corps, clearly setting forth any reason for his complaint. A deposit of four hundred euro (€1000) must be made.
- 1.17.3** After the expiry of the period allowed for the submission of a complaint, *Malta Rescue Corps* shall deliver the letter of complaint, the deposit receipt and all documents relating to the contract in question to a Review Board who shall examine the matter in a fair and equitable manner. In its deliberation the Review Board shall have the authority to obtain, in any manner it deems appropriate any other information not already provided by *Malta Rescue Corps*. The Review Board shall determine the complaint by upholding or rejecting it. The written decision of the Review Board shall be published on *Malta Rescue Corps* website and facebook.

1.18 The Letter of Acceptance

- 1.18.1** After the lapse of the appeals period, and pending that no objections have been received and/or upheld, the successful tenderer may be invited to clarify certain contractual questions raised therein. Such clarification will be confined to issues that had no direct bearing on the choice of the successful tender. The outcome of any such clarifications will be set out in a Memorandum of Understanding, to be signed by both parties and incorporated into the letter of acceptance.
- 1.18.2** Within 7 calendar days of receiving the letter of acceptance (against acknowledgment of receipt) from *Malta Rescue Corps*, the successful tenderer will sign a copy of the Letter of Acceptance and date the Letter of Acceptance and return it to *Malta Rescue Corps*.
- 1.18.3** If the selected tenderer fails to sign and return the copy of the Letter of Acceptance and other required documentation within the prescribed 7 calendar days, *Malta Rescue Corps* may consider the acceptance of the tender to be cancelled.

The tenderer whose tender has been evaluated as [second cheapest/second most economically advantageous] may be recommended for award, and so on and so forth.

- 1.18.3** Only the signed Letter of Acceptance will constitute an official commitment on the part of *Malta Rescue Corps*, and activities may not begin until the contract has been signed both by *Malta Rescue Corps* and the successful tenderer.

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1.19 Period of Delivery

1.19.1 The period of delivery indicated in Clause 1.1.3 of the Instructions to Tenderers commences from the letter of acceptance date or as instructed in the Letter of Acceptance.

NOTE: Where in this tender document a standard is quoted, it is to be understood that *Malta Rescue Corps* will accept equivalent standards. However, it will be the responsibility of the respective bidders to prove that the standards they quoted are equivalent to the standards requested by *Malta Rescue Corps*.

SECTION 2 – TECHNICAL SPECIFICATIONS

NOTE: Where in this tender document a standard is quoted, it is to be understood that *Malta Rescue Corps* will accept equivalent standards. However, it will be the responsibility of the respective bidders to prove that the standards they quoted are equivalent to the standards requested by *Malta Rescue Corps*.

2.1 Contract Objective

2.1.1 This tender is for the supply, delivery of 3 drones with flir.

2.2 Delivery/installation Period

2.2.1 The delivery period shall be 10 weeks from date of signature of the ‘Letter of Acceptance’.

2.3 Technical Specifications & requirements

The following are specifications for *item/service required*:

Technical Specifications

- 40 – 50 min flight time
- 640x512px thermal camera
- Omnidirectional sensing capability
- 12MP zoom camera
- Comes with protective case, charger, and RC control
- Weights not more than 1kg (drone)
- Ability to be stored with folded propellers

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2.4 Additional Terms and Conditions

Payments will be done in 3- 4 installements – will be agreed with susecfull bider

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SECTION 3 – TENDER FORM

Vops2024 A1.10.2024- Tender for the Supply, Delivery of 3 drones with FLIR**A. TENDER SUBMITTED BY:**

Name		Surname	
Email		Phone	
Address			

B. CONTACT PERSON FOR THIS TENDER:

Name		Surname	
Email		Phone	
Address			

C. TENDERER'S DECLARATION(S)

To be completed and signed by the tenderer (including each partner in a consortium).

In response to your letter of invitation to tender for the above contract, we, the undersigned, hereby declare that:

1. We have examined, and accept in full and in its entirety, the content of this tender document (including subsequent Clarifications Notes issued by *Malta Rescue Corps*) for invitation to tender *Drones*. We hereby accept the contents thereto in their entirety, without reservation or restriction. We also understand that any disagreement, contradiction, alteration or deviation shall lead to our tender offer not being considered any further.

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2. We confirm that the Grand Total Price of our tender (inclusive of duties, other taxes/charges, Eco-Contribution (if any) and any discounts) is according to the Grand Total on page 12 of this document.
3. This tender is valid for a period of 3 weeks from the final date for submission of tenders.
4. We are not bankrupt or under an administration appointed by the Court, or under proceedings leading to a declaration of bankruptcy. We also declare that we have not been convicted criminally, or found guilty of professional misconduct. Furthermore, we are up-to-date in the payment of social security contributions and other taxes.
5. We accept that we shall be excluded from participation in the award of this tender if compliance certificates in respect of declarations made under Clause 4 of this declaration are not submitted by the indicated dates.
6. We will inform *Malta Rescue Corps* immediately if there is any change in the above circumstances at any stage during the implementation of the contract. We also fully recognise and accept that any false, inaccurate or incomplete information deliberately provided in this application may result in our exclusion from this and other contracts funded by the Government of Malta and the European Communities.
7. Our tender submission has been made in conformity with the Instructions to Tenderers, and in this respect we confirm that the following documentation has been included:
 - Tender Form (Section 3)
 - Technical Offer (in response to specifications outlined in Section 2).
 - Financial Bid (Section 4)
8. We note that *Malta Rescue Corps* is not bound to proceed with this invitation to tender and that it reserves the right to cancel the contract. It will incur no liability towards us should it do so.

Name and Surname:

I.D. / Passport Number:

Signature of tenderer:

Duly authorised to sign this tender on behalf of:

Company/Lead Partner VAT No: (if applicable).....

Stamp of the firm/company:

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Place and date:

SECTION 4 - FINANCIAL BID

Malta Rescue Corps–VOPS2024 reference no A1.10.2024- Tender for the Supply, Delivery of rescue vehicle

	Amount in Euro (€)
3 drones	
VAT	
Total Cost including vat	

The successful bidder shall be bound to conform in all respects with VAT legislation and regulations.

Signature:

(the person or persons authorised to sign on behalf of the tenderer)

Date:

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