



Request for tenders (RFT)

Procurement documents for the procurement of

A stand-alone Supercritical Fluid Extraction (SFE) plant for small scale extraction and fractionation of fat and bioactive compounds from food solid matrices and liquid extracts including production simulation and scale-up ability

**Open procedure in accordance with the
Norwegian Public Procurement Regulation (FOR-2016-08-12-974)
parts I and III**

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1 INTRODUCTION

Nofima AS invites to an open tender procedure for a contract of purchase of a stand-alone Supercritical Fluid Extraction (SFE) plant for small scale extraction and fractionation of fat and bioactive compounds from food solid matrices and liquid extracts including production simulation and scale-up ability.

1.1 The Contracting authority

Nofima is one of Europe's largest institutes for applied research within the fields of fisheries, aquaculture and food. We carry out internationally recognized research and develop solutions that provide a competitive edge throughout the value chain.

Nofima is owned by the following stock holders:

The Norwegian Ministry of Trade, Industry and Fisheries	56,8 %
The Agriculture Nutrient Research Foundation	33,2 %
Akvainvest Møre and Romsdal AS	10,0 %

The main office is located in Tromsø, and the research divisions are located in Bergen, Stavanger, Sunndalsøra, Tromsø and Ås. The institute has around 390 employees and an annual turnover in 2018 of NOK 623 million.

For further information, please visit www.nofima.no

All communication with the contracting authority shall be directed through the e-procurement system Merccell.

1.2 The Procurement

The purpose of this procurement procedure is to conclude a contract with the tenderer that provides the economically most advantageous tender for the delivery of:

A stand-alone Supercritical Fluid Extraction (SFE) plant for small scale extraction and fractionation of fat and bioactive compounds from food solid matrices and liquid extracts including production simulation and scale-up ability in accordance with the requirement specifications in Appendix 1.

A full description of the Deliverables is set out in Appendix 1.

1.3 Procurement plan

Nofima plans to execute the procurement procedure according to the following progress:

Activity	Time and date
Publication of Notice sent to TED	11.03.2020
Deadline for submitting questions re: the tender documents	21.04.2020
Tender Deadline	28.04.2020
Evaluation of tenders	Week 18-21
Notification of preferred tenderer	Ultimo May/Primo June
End of standstill period	Primo June
Contract signing	June 2020
Period for which the tenderer is bound by its offer	120 days after Tender Submission Deadline

The above dates are estimates, and may be changed during the process.

1.4 Type of contract

The contract is about the purchase of a stand-alone Supercritical Fluid Extraction (SFE) plant for small scale extraction and fractionation of fat and bioactive compounds from food solid matrices and liquid extracts including production simulation and scale-up ability.

The supplier shall base its offer on the contract contained in Appendix 2, contract provisions. The contract is one standard contract for purchase of goods, based on Norwegian law.

2 COMPETITION RULES AND TENDER REQUIREMENTS

2.1 Contents of Procurement Documents

The Procurement Documents are comprised by this document and the listed Appendices:

- 1. Procurement appendices:**
Appendix 1 - Specification for a stand-alone Supercritical Fluid Extraction (SFE) plant for small scale extraction and fractionation of fat and bioactive compounds from food solid matrices and liquid extracts including production simulation and scale-up ability.
- 2. Terms of the contract:**
Appendix 2 - Form of contract for purchase of goods
- 3. Tender documents for the qualification application:**
ESPD form (European Single Procurement Document)
(to be filled in in the Mercell portal)

2.2 Procurement procedure

This public procurement competition will be conducted in accordance with the open procedure under the Act of Public Procurement (LOV-2016-06-17-73) and the Public Procurement Regulation (FOR-2016-08-12-974) parts I and III. There will not be held any negotiations based on the submitted tenders.

2.3 Division into lots

This public procurement competition will not be divided into lots. The tenderers may not provide tenders that cover only parts of the deliverables.

2.4 Variants and parallel tenders

Nofima does not authorize tenderers to submit variants/alternative tenders as provided for in the Public Procurement Regulation § 23-4. Nofima does not authorize tenderers to submit parallel tenders.

2.5 Tax certificate

Economic operators from States in which the authorities issue tax certificates, shall upon request from Nofima provide such certificate to demonstrate that the supplier is not in breach of its obligations relating to the payment of taxes or social security contributions.

2.6 Language

All written and oral communication in connection with this tender competition shall be in English. The language requirement also applies to all tender documents, including all appendices and supporting documentation.

2.7 Disclosure and confidentiality

The buyer and its employees have an obligation to protect suppliers' confidential or commercially sensitive information, to the extent that such information is protected under FOA § 3-6, cf. Administration Act ("Forvaltningsloven") § 13.

By participating in the competition, the tenderer has consented to disclosure of information that the Buyer is obliged to disclose under the Freedom of Information Act no.16 of 19.05.2006 ("Offentleglova") § 23.

Suppliers must provide a copy/version of the offer in which the content that the supplier considers as confidential, and thus should be exempted from disclosure, is censored. The supplier will be regarded as having consented to disclosure of non-censored information. Upon request for public access, the buyer will regardless of the censorship consider whether the information is of such a nature that the buyer is obliged to exempt it from public access.

2.8 Modifications of the procurement documents

All responses to queries from the tenderers will be issued by Nofima at the same time to all firms that have registered their interest for the procurement procedure. The queries will be amended to make the sender anonymous.

Nofima reserves the right at any time before the Tender deadline, to update or amend the information in this document and its Appendices and/or to extend the Tender deadline. All updates, clarifications, corrections, amendments and other communication from Nofima in relation to the procurement procedure will also be issued to all interested firms at the same time.

2.9 Insufficient or wrong information in the procurement documents

If the procurement documents are considered to provide insufficient information, Nofima asks to be contacted via the communication module in Mercell. If the procurement documents are considered to contain mistakes, Nofima asks to be contacted via the communication module in Mercell.

2.10 Non-Compliant tenders

If a tenderer fails to comply in any respect with the requirements of the Procurement Documents, Nofima reserves the right to reject the Tenderer's Tender as non-compliant, or, without prejudice to this right and subject to its obligations at law, to take any other action Nofima considers appropriate including but not limited to:

- Seeking written clarification from the Tenderer;
- Seeking further information from the Tenderer; or
- Waiving a requirement, which in Nofima's view, is non-material or procedural

Nofima encourages the tenderers to submit compliant tenders, and to submit any queries regarding the requirements, conditions and criteria set out in the procurement documents to Nofima's contact person before risking to submit a non-compliant tender.

2.11 Tender costs

The economic operator must himself bear the costs of participation in the competition. Participation in the competition will under no circumstances commit the contracting authority to enter into a contract with the economic operator, or commit the contracting authority financially or in other ways.

3 THE EUROPEAN SINGLE PROCUREMENT DOCUMENT (ESPD)

3.1 General information about ESPD

Tenderers must declare by way of ESPD that they satisfy the qualification/selection requirements (meaning the requirements set out below in point 4 concerning “Suitability”, “Economic and Financial Standing” and “Technical and Professional Ability”), and whether any of the grounds for exclusion set out in the Public Procurement Regulation (FOR-2016-08-12-974) § 24-2 are present.

The ESPD must be filled in in the Merccell portal.

3.2 Exclusion grounds

Part III section A and B of the ESPD form sets out «Grounds relating to criminal convictions» and «Grounds relating to the payment of taxes or social security contributions». These are mainly mandatory exclusion grounds, as regulated in the Public Procurement Regulation (FOR-2016-08-12-974) § 24-2 (1) and (2). Self-cleaning measures may avoid exclusion, see § 24-5.

Part III section C “Grounds relating to insolvency, conflicts of interests or professional misconduct” mainly relates to optional exclusion grounds, cf. § 24-2 (3). This means that, subject to the Public Procurement rules, Nofima may at its own discretion exclude tenderers that answered yes in the ESPD.

3.3 National exclusion grounds

Part III D of the ESPD form concerns «purely national grounds of exclusion». Two such grounds are set out in the Norwegian Public Procurement Regulation (FOR-2016-08-12-974), and they apply in this procurement procedure:

§ 24-2 (2). The provision lists several criminal convictions that constitute grounds for exclusion, corresponding to Article 57(1) of Directive 2014/24/EU. The Norwegian provision extends the exclusion ground to acceptance of a fine/punishment for the same criminal offences.

24-2(3) lit. i. The provision extends the exclusion ground relating to «grave professional misconduct», to include other grave misconduct that casts doubt as to the economic operator’s professional integrity.

3.4 Declaration covering all qualification requirements/ selection criteria

In this procurement procedure the economic operators may tick the checkbox in part IV of the ESPD for «a: Global indication for all selection criteria». This means that there is no need to use the selection criteria from A to D in the ESPD to provide individual responses for each qualification/selection criteria. By ticking the checkbox the tenderer confirms that all qualification criteria as listed under point 3.4 are met. The tenderer must be prepared to present documentation to prove the fulfilment of the criteria at any time after the deadline for submitting the application.

3.5 Supporting documentation concerning exclusion grounds

As a starting point Nofima will consider the declarations in the ESPD as sufficient documentation that there are no exclusion grounds concerning the tenderer. Nofima will therefore not request all possible supporting documentation from the tenderers. This does not in any way affect Nofima’s right to request the supporting documentation at any point of time during the procurement procedure. If Nofima becomes aware of any grounds for excluding the tenderer at a later point in the procurement process, Nofima reserves the right to exclude the tenderer.

If a tenderer is aware of any exclusion grounds concerning their competitors, Nofima encourages the tenderer to inform Nofima about it.

4 QUALIFICATION REQUIREMENTS/SELECTION CRITERIA

The qualification requirements listed below are minimum requirements for participation. Documentation for fulfillment of all requirements shall be delivered together with the request for participation, cf. point 5.1

4.1 Suitability

Requirement	Supporting documentation
<p>Enrolment in a relevant professional register</p> <p>The supplier is enrolled in relevant professional registers kept in the Member State of its establishment as described in Annex XI of Directive 2014/24/EU.</p>	<p>Certificate of enrolment in the relevant trade register, and/or other relevant professional register.</p> <p>Proof that the economic operator is enrolled in relevant professional registers kept in the Member State of its establishment as described in Annex XI of Directive 2014/24/EU; economic operators from certain Member States may have to comply with other requirements set out in that Annex.</p> <p>Proof that the economic operator is enrolled in trade registers kept in the Member State of its establishment as described in Annex XI of Directive 2014/24/EU; economic operators from certain Member States may have to comply with other requirements set out in that Annex.</p>

4.2 Economic and financial standing

Requirement	Supporting documentation
<p>The economic operator shall have the sufficient economic and financial standing to fulfill the contract.</p> <p>A credit score demonstrating that the economic operator is creditworthy without the need for collateral/security will be sufficient to fulfill the requirement.</p>	<p>Credit score/rating based on the last available financial accounts. The rating must be conducted by a licensed credit scoring agency.</p> <p>Nofima reserves the right to request supplementary evidence for the supplier's economic and financial standing, and to conduct its own research in that regard.</p>

NB: When filling out the ESPD-form, the economic operator must confirm that the required documentation is available and show that the economic operator is creditworthy without request for security.

Where the tenderer is unable, for a valid reason, to provide the specified documentation, the tenderer must inform Nofima of the valid reason as to why the documentation cannot be supplied and, if Nofima considers the reason to be valid, provide such other suitable alternative documentation to prove to Nofima their economic and financial capacity. This shall be described in the ESPD-form.

4.3 Technical and professional ability

Requirement	Supporting documentation
<p>The supplier has experience from similar deliveries as this contract.</p>	<p>Information concerning the most relevant contracts/deliveries that the supplier has delivered within the last three years.</p>

Requirement	Supporting documentation
	<p>The documentation must include a description of the deliverables in each of the reference contracts, information on the value of the contract, the period and the recipient (name, phone contacts and e-mail). The description must demonstrate the relevance for and similarities between the reference contract and this contract.</p> <p>The experience may be acquired through the supplier's personnel, even if the personnel was not working for the supplier at the time of acquiring the relevant experience.</p>

4.4 Sub-contractors and other collaborating partners

Support of other businesses

If a tenderer relies on the capacity of other businesses to fulfil the qualification criteria set out above, the tenderer is required to provide documentation to confirm that he has access to the necessary resources, for example by submitting a declaration of commitment from the relevant business.

If a tenderer relies on the capacity of other businesses, the business in question is required to submit a separate ESPD-form.

5 CONTRACT AWARD CRITERIA

The most economically advantageous tender shall be identified on the basis of the best price-quality ratio, which will be assessed from the following criteria:

Award criteria	Weighting	Documentation
Price	40 %	Tender letter
Technical solution and delivery	50 %	Description of delivery according to specification of requirement, references of supply of similar equipment, training and support. Description (maximum 6 A4 sheets).
Competence of key personnel / project references	10 %	Project Manager and staff. CVs of proposed personnel. Description (maximum 5 A4 sheets)

PRICE

The price tender for the delivery shall be given as a single payable figure, that includes all costs, fees and expenses chargeable under the contract, including all costs in connection with training, transport and installation.

TECHNICAL SOLUTION

In appendix 1 Nofima has set out requirements referred to as "Technical solutions".

The tender shall include a description of the proposed solution with answers/comments to all of the requirements, and a further description related to all the technical specifications, highlighting the functionality of the system and its user friendliness. The description should also include any additional functionality or other options that adds value for the Buyer. Maximum 5 A4 sheets.

The tender shall also include a description of the plan for transportation and installation of the equipment. Maximum 1 A4 sheet.

In the evaluation of this criterion, Nofima will give value to the technical solution that has the best functionality and additional functionality, on the basis of Nofimas technical specifications. Nofima will also give value to the tenders plan for transport and installation of the equipment.

COMPETNECE OF KEY PERSONNEL

Documented references and qualifications for the project manager, documented references for key personnel, and documented references for personnel who will rig up the installation. Maximum 5 A4 sheets.

6 TENDER

6.1 Contents of tender

The tender shall be submitted with the following content:

File 1: Tender letter

- signed, included confirmation of the period for which the tenderer is bound by its offer,
- with total price for : A stand-alone Supercritical Fluid Extraction (SFE) plant for small scale extraction and fractionation of fat and bioactive compounds from food solid matrices and liquid extracts including production simulation and scale-up ability, including training, transport and installation

File 2: Documentation for fulfillment of qualification requirement point 4.1

File 3: Documentation for fulfillment of qualification requirement point 4.2

File 4: Documentation for fulfillment of qualification requirement point 4.3

File 5: Description of solution including the system layout (max. 5 A4 sheets)

File 6: Description of transport and installation (max. 1 A4 sheet)

File 7: Description of competence of key personnel / project references (max 5A4 sheets)

File 8: Any reservations or amendment to the tender documents or contract

Any confidential information

Other relevant information

6.2 Submission

All offers must be submitted electronically via the portal Mercell, www.mercell.no within the deadline. Tenders submitted too late will be rejected. (Nor will the system allow bids to be submitted electronically via Mercell after the deadline.)

If you are not a Mercell-user, or if you have questions related to the functionality of the tool, e.g, how to make an offer, please contact Mercell Support on tel.: +47 21 01 88 60 or e-mail: support@mercell.com .

It is recommended that offers are submitted at least 1 hour before the deadline.

If purchaser gives additional information that makes you to want to change your offer before the deadline expires, you can open your offer, make changes and re-submit before the deadline expires. The last submitted offer will be your final and valid offer.

The offer will require an electronic signature at submission

During the submission of your offer, you will be asked for an electronic signature to confirm that the relevant bidder is making the offer. You can get electronic signatures from the following web-sites:

www.commfides.com , www.buypass.no or www.bankid.no

Please note that it may take a few days to get an electronic signature so this process should start as soon as possible.

Electronic signature outside Norway

We remind you that the Merccell portal supports the following electronic signatures from Sweden and Denmark:

Sweden: Svensk Bank ID, Nordea

Denmark: Nem ID, TDC/OCES

Within the EU Merccell uses a service delivered by Unizeto (<http://unizeto.eu>) through an agreement with DIFI and the EU PEPPOL project (<http://www.peppol.eu>) This supports most X.509 certificates, but it is unfortunately not possible to list all certificates.

You may test your electronic signature, and how this works, before submitting the bid itself. This way you will avoid uncertainty on whether you have a certificate that works or not, and will be reassured that everything is ready when you want to submit your bid electronically.

After you have clicked "I want to make a bid" and started the process, there will be a button called Test e-signature available.