

Request for tenders (RFT)

Competitive procedure with negotiation in accordance with the
Norwegian Public Procurement Regulation (FOR-2016-08-12-974)

Parts I and III

for the procurement of

Pilot equipment for preconditioning and extrusion

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1 INTRODUCTION

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 stockholders:

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 397 employees and an annual turnover in 2022 of NOK 707 million.

For further information, please visit www.nofima.no

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 pilot preconditioner and an intermeshing co-rotating twin-screw extruder that have a broad application range within aquaculture feeds.. The needed capacity will be in the range of 100 – 300 kg/h. The equipment will be placed at the research division located in Bergen, Norway.

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

1.3 Contact information

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

1.4 Procurement plan

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

Activity	Time and date
Publication of Notice sent to TED	06.05.2023
Deadline for submitting qualification applications	06.06.2023 12:00 PM CEST
Notification of qualified/selected tenderers	09.06.2023
Tender Deadline	04.07.2023 12:00 PM CEST
Evaluation and negotiations	Week 27
Notification of preferred tenderer	Week 27-28
End of standstill period	10 days from the day after notification of preferred tenderer
Contract signing	August
Period for which the tenderer is bound by its offer	4 months after Tender Submission Deadline

The above dates are estimates and may be changed during the process. The buyer may extend the period for which the tenderer is bound by its offer if this does not lead to a substantial modification of the content of the Procurement Documents.

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 - Specifications for equipment for preconditioning and extrusion Appendix 2 - Price form
2	Terms of contract:
	Appendix 3 - Standard contract for purchase of goods
3	Tender documents for the qualification application:
	ESPD form (European Single Procurement Document) (to be filled in in the Merccell portal) Other documents that are documenting compliance with the qualification requirements in stage 1.

2.2 Procurement procedure

This public procurement competition will be conducted in accordance with the Negotiated 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.

Contract will be awarded following the Negotiated procedure with prior publication in accordance with the Public Procurement Regulation § 13-1 (2).

The procurement procedure has two stages – the qualification stage and the tender stage. Only the tenderers who fulfil the qualification requirements in stage 1, and have been invited to join stage 2, will be allowed to deliver a tender.

Nofima reserves the option of reducing the number of tenders to be negotiated through different phases. Nofima also reserves the possibility of awarding the contract on the basis of the initial tenders without negotiation. It is thus important that the tenderers submit their best offers.

If Nofima enters into negotiations, Nofima will not necessarily be negotiating with all the providers. Nofima has the right to limit the negotiations to the tenderers who, after a preliminary assessment against the award criteria, have the best tenders. The limitation of the number of providers to be negotiated with may take place before the first round of negotiations. The negotiations may take place in stages and Nofima may in each stage reduce the number of tenderers.

2.3 E-procurement system

The competition is conducted in the e-procurement system Merccell. Suppliers who are not registered users in the system must create a user via www.merccell.no to gain access to the competition.

2.4 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.

2.5 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 § 7-4, 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").

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.

2.6 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.

2.7 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.

2.8 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.

3 QUALIFICATION REQUIREMENTS

3.1 Submission

All applications must be submitted electronically via the portal Mercell.

3.2 Contents of the application for qualification

Tenderers are required to submit their application for qualification with the following documents:

- Appendix 1:** Letter in which the tenderer confirms that he is applying for qualification.
If multiple economic operators apply for qualification together, a statement of the nature the cooperation is required (for example if the economic operators are part of a working partnership, if one is a subcontractor etc.).
- Appendix 2:** ESPD (European Single Procurement Document). To be filled in through Mercell.
- Appendix 3:** Declaration of commitment (if necessary). See article 5.5 below.
- Appendix 4:** Certificate of enrolment in the relevant trade register. See article 5.1 below.
- Appendix 5:** Credit score/rating based on the last available financial accounts. See article 5.2 below.
- Appendix 6:** Description of the most important measures to ensure environmental protection or certificate. See article 5.3 below.
- Appendix 7:** Description of experience with similar deliveries/contracts. See article 5.4 below.

4 THE EUROPEAN SINGLE PROCUREMENT DOCUMENT (ESPD)

4.1 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 Mercell portal.

4.2 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.

4.3 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.

4.4 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.

4.5 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 Nofimas 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.

5 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.

5.1 Suitability

Requirement	Supporting documentation
Enrolment in a relevant professional register 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.	<ul style="list-style-type: none"> • Certificate of enrolment in the relevant trade register, and/or other relevant professional register. • 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. • 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.

5.2 Economic and financial standing

Requirement	Supporting documentation
The economic operator shall have the sufficient economic and financial standing to fulfill the contract. A credit score demonstrating that the economic operator is creditworthy without the need for collateral/security will be sufficient to fulfill the requirement.	<ul style="list-style-type: none"> • Credit score/rating based on the last available financial accounts. The rating must be conducted by a licensed credit scoring agency. • 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.

5.3 Environmental measures

Requirement	Supporting documentation
The supplier has taken appropriate measures to ensure environmental protection and that it complies with applicable environmental obligations	<ul style="list-style-type: none"> Description of the most important measures the supplier has implemented to ensure environmental protection relevant for this contract, cf. the Public Procurement Regulation § 16-6 nr. (1) lit g. If the supplier has a certified environmental management system, the certificate should be enclosed. If the certificate accords to the Eco-Management and Audit Scheme (EMAS) of the Union or to other environmental management systems as recognized in accordance with Article 45 of Regulation (EC) No 1221/2009, the above requested description in first point is not necessary.

5.4 Technical and professional ability

Requirement	Supporting documentation
The supplier has experience from similar deliveries as this contract.	<ul style="list-style-type: none"> Information concerning the three most relevant contracts/deliveries that the supplier has delivered within the last three years. 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. 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. If a tenderer relies on the capacity of other businesses to fulfil the experience criteria, 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 to fulfil the experience criteria, the business in question is required to submit a separate ESPD-form.

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.

5.5 Sub-contractors and other collaborating partners

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 to fulfil the experience criteria as set out above, the businesses in question shall perform the services that require such qualifications in the execution of the assignment.

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

6 SELECTION CRITERIA

The contracting authority is planning to invite a minimum of 3 and a maximum of 5 tenderers to submit tenders in the competition. If there are a higher number of qualified tenderers than the contracting authority is planning to invite, a selection will be made based on the following criteria:

Requirement	Supporting documentation
Relevant experience: The contracting authority will evaluate the experience documented in relation to the qualification criteria technical and professional ability.	The same supporting documentation as to be delivered in accordance with article 5.3 above»

7 THE TENDER

7.1 Organization/presentation of tender documents

The tender shall be submitted within the e-procurement system Mercell within the deadline for submission of the tender. The tender shall have the following content:

- Fil 1:** Tender letter
- Fil 2:** Complete price form (Award Criteria in article 8.2 below)
- Fil 3:** Description of Quality (Award Criteria in article 8.3 below)

7.2 Submission in Mercell

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.

7.3 Non-Compliant tenders

Deviations and reservations will be assessed in accordance with the Norwegian procurement regulations. Deviations and reservations can lead to rejection of the offer, and tenderers are asked to be aware of this and avoid wording in the tender that may lead to rejection.

We ask tenderers to be aware that rejection can occur before negotiations. Any deviations or reservations that the tenderer deems necessary should therefore be designed as a proposal or input to negotiations.

7.4 Variants

Nofima does not authorize tenderers to submit variants tenders.

7.5 Partial bids

Nofima does not authorize tenderers to submit bids to parts of the procurement.

7.6 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.

7.7 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.

8 CONTRACT AWARD CRITERIA

8.1 General

The contract will be awarded to the tender that has most economically advantageous tender on the basis of the following award criteria:

Criterion	Weighting	Documentation
Price	40 %	Completed price matrix, appendix 2 The offer shall be given in EUR.
Quality a) Technical solution b) Training, support, service	60 %	Response to Appendix 1, description of delivery according to specification of requirements.

8.2 Price

The Quotation/Price shall be submitted by payable figures according to appendix 2, which includes all costs, fees and expenses chargeable under the contract.

8.3 Quality

Quality will be assessed based on (a) the technical proposals and (b) the training, support and service offered. Technical proposals will be given more weight in the evaluation than training, support and service.

The evaluation will be based on the provided responses and descriptions according to the sub-criteria a) and b) as stated below, and feedback from reference customers. The supplier shall provide a list of at least two reference customers that have used, or use, the equipment offered, and that can be contacted by the Buyer during the evaluation period. The Buyer does not commit itself to contacting all references.

(a) Technical Solution

In appendix 1 we have set out requirements referred to as “Technical solutions”. The tenderer must confirm that the tender/equipment complies with these requirements. The Buyer has a right to reject the tender if there are any deviations from these quality standards, but may accept deviations if the overall tender is deemed responsive. Performance beyond the required quality standards will be awarded a higher score. The performance of the equipment under “Technical solution” will form a significant part of the evaluation of the tenders under the Quality award criterion. The tender should include answers/comments to all of the requirements, and a further description where appropriate – 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.

(b) Training, support and service

Training, support and service will be evaluated based on the supplier’s description and offered service. The description must include the proposed training of the Buyer’s staff included in the price, what support mechanisms are provided (chat, email, phone, etc.), response time for necessary maintenance and repairs, availability and price of spare parts, and any other features of the offer or options that adds value for the Buyer.