ERDF.PA 3.ERDF.03.S4.Call 3.0027 – Investments by BSL (Britannia)

Request for Quotations/Tender No: BSL 008.01

For the:	**Supply and installation of UPS (Uninterruptible Power Supply) at the new offices of Britannia Services Ltd. in Ħamrun**	
Date of Publication	03 January 2020	
Deadline for receipt of quotations/Tender	10 January 2020	

Notes to tenderers:

This Request for Quotations/Tender is ONLY valid if sent/received by email. Responses /submissions of quotations in response to the present request, shall likewise be only valid if submitted within the afore said deadline by email, on **hamrun@bsl.com.mt.**

Operational Programme I - European Structural and Investment Funds 2014-2020
"Fostering a competitive and sustainable economy to meet our challenges"
Activity part-financed by the European Regional Development Fund
Co-financing rate: 80% European Union; 20% National Funds

Terms of Tender

1. The subject of the present request for quotation/Tender is the procurement of the following supplies: **Supply and installation of UPS – Uninterruptible Power Supply at the new offices of Britannia Services Ltd. in Ħamrun**
2. The successful bidder(s) shall deliver such supplies at the 652, St Joseph Road, Hamrun. Quoted prices shall be deemed to be inclusive of all costs including the **supply and installation** of the said supplies.
3. The said supplies shall be delivered/installed and commissioned by the following date: **07th February 2020.**
4. The successful bidder(s)/contractor(s) shall be held liable for any losses incurred by Britannia Services Ltd. if this deadline is not honoured as well as for any delays in the submission of delivery notes, invoices and/or receipts and due to which Britannia Services Ltd. suffers financial liability.
5. This is a unit-price for supplies contracts. Interested parties shall quote for each item separately, with the quote indicating price excluding VAT, the value of the VAT and the price inclusive of VAT **using the tender bidding form provided further below. Its use is mandatory, and bids will be declared not administratively compliant if it is not used.**
6. **All communications shall be made in writing, using the email address in reference**. No other forms of communication shall be entertained.
7. This request for quotations/Tender is being issued under an open procedure.
8. This request for quotations/Tender is NOT **divided into lots**.
9. **All bids must meet the minimum technical specifications provided. Variant solutions cannot be accepted.**
10. The procurement in question forms part of a project part-financed by the SME Consultancy Services Grant Scheme, under the Business Enhance Initiative part-financed under Operational Programme I – *Fostering a competitive and sustainable economy to meet our challenges* through the European Regional Development Fund (ERDF) 2014-2020.
11. No clarification meeting/site visit is planned. However requests for clarifications may be sent by email, as indicated above, by not later than five calendar days from the 'Deadline for receipt of quotations' indicated on the first page of this document. Replies will be published on Britannia Services Ltd.'s website within 48 hours from receipt of request for clarification. No clarification will be published later than three calendar days from the 'Deadline for receipt of quotations'.
12. Interested Parties should be aware that upon implementation (delivery or commissioning whichever is the latest), the Supplier shall issue a delivery note.

    Subsequently, the Supplier shall issue an invoice (distinct in form and nature from the delivery note) to request payment. The Invoice should be in line with the VAT legislation, include a description of the goods, reference to contract and delivery.

    Together with the Invoice, the Supplier shall fill in the Supplier Financial Identification Form provided by Britannia Services Ltd.

    In view of the fact that this is a Business Enhance ERDF project, Cash disbursements are strictly prohibited. The total expenditure must be paid through transparent, traceable bank transactions, i.e.

either through direct bank transfer or through payments by cheque. Following Payment, the Supplier shall issue a VAT receipt and a warranty.

13. Payment terms may include a deposit upon signature of contract.
14. Any quotation submitted under this request for quotations/Tender shall remain valid for **ninety (90) days** from the deadline for the receipt of bids.
15. Interested Parties should keep in view that payments will be made through an identifiable bank account to the identified bank account of the Service Provider/Supplier as outlined in the Supplier Financial Identification Form.
16. In order to be considered eligible for the award of the contract, economic operators must provide evidence that they meet or exceed certain minimum criteria described hereunder.
17. Britannia Services Ltd. intends to procure the said supplies from the interested parties submitting the cheapest priced offer satisfying the minimum technical requirements. Bidders shall take the following points into consideration:
    a) The cost of any operating system/software, including its installation, shall be part included in the price, and not quoted separately.
    b) Bidders shall ensure that equipment is as environmentally friendly as possible. This shall include, but not be limited to energy consumption, emissions of particulate matter, and noise pollution.
18. Without prejudice to the above Britannia Services Ltd. reserves the right to opt in favour of **an offer that is dearer than the cheapest technically compliant offer**.
19. Without prejudice to any other clause in this request for quotations/Tender, Britannia Services Ltd. **may for any reason whatsoever, and without any liability whatsoever, cancel the present procurement exercise at any point in time** prior to the signature of contract with the selected bidder(s).
20. The laws of Malta shall apply in all matters relevant to the present Tender and the subsequent Contract to be entered into by Britannia Services Ltd. and the Successful Bidder(s).
21. Plans showing the premises where the installation is to take place are attached. Potential bidders shall take cognizance of such plans when formulating their bid.
22. **Eligibility Criteria**

i By submitting a quote, a bidder(s) shall be declaring that it does not engage in any form of discrimination on the basis of sex, gender, racial or ethnic origin, religion or belief, disability, age or sexual orientation. It also has policies to safeguarding individuals /employees against victimization and/or harassment.

Britannia Services Ltd. reserves the right to immediately stop any agreement with any Contractor and hold such a contractor liable for any losses which it may incur if following the signature of the agreement for the supply of items as per present RFQ/Tender, it transpires that such a declaration was not made in good faith and/or the Contractor engages or has engaged in any such form of discrimination.

ii The **Interested Party shall quote for all items** and **shall submit relevant substantiating literature for each**. The contractor shall submit together with his quotation a description of the equipment and its components as offered together with all relevant manufacturer's catalogues, illustrations and diagrams. All relevant and technical and descriptive literature shall be in English. Literature shall be supplied for the following:

- UPS
- Other accessories

Non-submission of literature will mean that the bid is not administratively compliant and the bid will not be considered any further.

iii Interested Party quotes with equipment which meets **all** the minimum technical specifications below.

23. **Technical Specifications**

The successful bidder shall supply the Contracting Authority and install at the aforesaid premises the following UPS (Uninterrupted Power Supply) as specified below: The work comprises the supply and installation of UPS for the new Britannia Offices:

The installation shall supply auxiliary power for a total period of ten minutes to all IT equipment to allow sufficient time for the systems to be switched off without any loss of data or damage to equipment. All necessary switchgear, enclosures, wiring, accessories and all necessary equipment and labour to make complete and functional systems are to be included in the scope of works.

Regulations and standards: The installation shall conform to the following regulations and standards:

- Electricity Supply Regulations issued by Enemalta Corporation including amendments
- IEE Wiring Regulations "Requirements for Electrical Installations" -18th Edition including amendments
- BS EN Standards as specified or their equivalent

The Electrical Supply shall be 400/230V +/- 10%, 50Hz, three phase, four wire earthed neutral (TT) system

UPS - Uninterruptible Power Supply

OUTPUT	
Output power capacity	20.0kVA
Nominal output voltage	400V, 3 phase
Output voltage distortion	< 5%
Output frequency	50Hz +/-0.1%
Load Crest factor	2.5 : 1
Topology	Double Conversion Online
Waveform type	Sine Wave
Maximum output current	43A
Bypass	Built –in Maintenance Bypass
Runtime	10 minutes

INPUT	
Nominal input voltage	400V, 3 phase
Input frequency	50Hz
Input connections	5 wire (3PH + N +G)
Input total Harmonic Distortion	Less than 5% for full Load
Maximum Input Current	30A
Batteries and Runtime	
Battery type	Maintenance – free lead acid battery with Suspended electrolyte Leak Proof
Communications and Management	
Interphase ports	DB -9 RS-232 USB
Control Panel	Multi-function LCD status and control console
Operation Environment	
Operating Temperature	0-35 °C
Operating Relative Humidity	0 - 95%
Online thermal dissipation	<1300 BTU/hr
Protection Glass	IP20 or better
Conformance	
Approvals	CE, EN/IEC 62040-1-1, EN/IEC 62040-2 EN/EIC 62040-3, IEC 61000-4-5, IEC 62040-2 TUV, VFI-SS-111 RoHS compliant Battery Directive compliant

24. **(D) Financial Offer**

The Bidder(s) shall provide their submission using the Tendering Bid Form in Annex 1 as a template. They may copy and paste it on their letterhead but shall not delete any element from it. Bidders who do not use the attached template, or who delete any element from it, shall be considered not administratively compliant, and their submission not considered any further.

The quote shall make reference to the Project Code: ERDF.PA 3.ERDF.03.S4.Call 3.0027, the name of the Contracting Authority – Britannia Services Ltd., its registered address at THE LANDMARK, SUITE 4, TRIQ L-ILJUN, QORMI, his VAT Number: MT12272916, and the title of the RFQ/Tender: **Supply and installation of UPS – Uninterruptible Power Supply at the new offices of Britannia Services Ltd. in Ħamrun**

Annex 1

Quote provided to Britannia Services Ltd. of The Landmark, Suite 4, Triq L-Iljun, Qormi, VAT Number: MT12272916, in response to the RFQ/Tender BSL 008 bearing title **Supply and installation of UPS – Uninterrupted Power Supply at the new offices of Britannia Services Ltd. in Ħamrun** in connection ERDF.PA 3.ERDF.03.S4.Call 3.0027 - **Investments by Britannia Services Limited (BSL)**

<table>
<tr><td>1</td><td>Name of the Economic Operator submitting the bid:</td><td></td></tr>
<tr><td>2</td><td>Registration No (ID/Company Number)</td><td></td></tr>
<tr><td>3</td><td>VAT Number of the Economic Operator</td><td></td></tr>
<tr><td>4.1</td><td colspan="2">Proposal by the Economic Operator Proposal by the Economic Operator [please insert a description of your offer adjacent to each heading. There is no limit as to the length of the narrative. Bidder should also refer to the literature attached to their bid (mandatory) which shall be deemed to be an integral part of the RFQ/tender submission.]

<table><tr><td>UPS - Uninterruptible Power Supply</td><td></td></tr></table></td></tr>
<tr><td>4.2</td><td>Quote Validity (Minimum 90 days)</td><td></td></tr>
<tr><td>5</td><td>Declarations concerning exclusion grounds</td><td>I hereby declare that I/the company I am entitled to represent

Do not fall under any of the grounds listed under Part VI of LN352/2016.

Do not engage in any form of discrimination on the basis of sex, gender, racial or ethnic origin, religion or belief, disability, age or sexual orientation. Have policies to safeguarding individuals /employees against victimization and/or harassment. Understand that Britannia Services Ltd. reserves the right to immediately stop any agreement with any Contractor and hold such a contractor liable for any losses which it may incur if following the signature of the agreement for the supply of items as per present RFQ/Tender, it transpires that such a declaration was not made in good faith</td></tr>
</table>

		and/or the Contractor engages or has engaged in any such form of discrimination. *Confirm that I shall abide with the terms and conditions of the RFQ/Tender in respect of which I am submitting a quote* ☐ **I confirm**

6	*Quotations are to be submitted and shall be awarded including taxes/charges and any import duties applicable but excluding VAT. Any discounts shall be included in the tender offer. Discounts not thus included shall not be considered. Bidders **shall** submit in attachment detailed quotes including itemised prices for each sub-item under each lot, indicating for each the price exclusive of VAT. The total for each lot shall be included in the tender below. The Contracting Authority shall correct any arithmetical error and its correction shall be final. In such an eventuality, the Contracting Authority shall update the table below accordingly.* *The VAT element, is to be quoted separately.*			
Item No	Item Title	Price Excl. VAT	VAT	Price Incl. VAT
	UPS - Uninterruptible Power Supply			

_____

Signature of Economic Operator or Authorised Representative

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Name in Blocks/Stamp of Person Signing Request for Quotations