

# Clarifications to the tender dossier for the project

## Supply of equipment for metrology and testing services

### Ukraine

**Publication reference: EuropeAid/126506/C/SUP/UA**

The Procurement Notice and Tender Dossier were published on the AIDCO website on 4 April 2008.

The following questions of general interest to prospective tenderers have been raised in the course of the tendering procedure. In accordance with standard procedures, the answers to these questions are hereby disseminated to all prospective tenderers.

#### **Question 1**

We want to know if delivery condition could be amended from DDP to DDU?

#### **Answer 1**

*No. The delivery conditions are DDP.*

#### **Question 2**

We have just spoken with our bankers, who will issue the Tender Guarantee, and they asked us to amend the specimen as follows:

Second chapter beginning with "Payment shall be made ....". to: upon receipt of your first written claim **stating that** the Tenderer does not fulfil all obligations stated in **this** tender.

Third chapter beginning with "We note that the guarantee will be released...." in accordance with Article 8 of the Instructions to Tenderers and in any **other case at the latest on 04.06.2009, by which date any demand for payment must be received by us.**

Is it ok if our bankers issue tender guarantee with this amended text?

#### **Answer 2**

As it states in the Instructions to tenderers "the tender guarantee referred to in Article 11 must be presented in the form specified in the annex to the tender dossier."

The only amendment to the text permitted is the inclusion of a date, which should be one year after the deadline for submission of tenders, which in the case of this tender is 4 June 2009.

#### **Question 3**

Tender Guarantee form: We noticed that the title of the contract given in the tender guarantee form included in tender dossier differs from the one given in the other templates, while the identification number is the same. Could you please confirm that the correct contract title we shall indicate in our tender guarantees is: "Supply of equipment for metrology and testing services"?

### ***Answer 3***

*The correct contract title is “Supply of equipment for metrology and testing services” and this should be used in all tender documents including the tender guarantee.*

### **Question 4**

“Part 3: Documentation” We understand that, In case we submit an offer for more than one lot, we have to present a single dossier with:

- Tender guarantees: *one* for *each* lot
- Tender form for supply contracts: *one* common to all lots
- Financial Identification Form: *one* common to *all lots*
- Legal identity file + supporting documents: *one* common to all lots
- A description of the organisation of warranty tendered: *one* common to all lots, or one for each lot, if needed
- Origin statement: one common for all lots or one for each lots, if needed
- Proofs of duly authorised signature: *one* common to all lots

Could you please confirm that our understanding is correct?

### ***Answer 4***

*For a tender for more than one lot, The Tender submission form, the Financial Identification Form, the Legal identity form, and the duly authorised signature can be submitted as common to all lots tendered for.*

The Description of the organisation of warranty tendered and the Origin statement can be common to all lots or separate for each lot which ever is more appropriate.

The tender guarantee can either be one for all lots or a separate guarantee for each lot. The total of the guarantee(s) must equal the total of the amounts specified for each lot, tendered for, in the table in section 22 of the Instructions to tenderers.

### **Question 5**

Should “Part 3: Documentation” be presented as a separate dossier and put together with the technical dossier and the financial dossier in a sealed envelope?

### ***Answer 5***

*Preferably all parts of the tender should be bound together as a single document. The tenders should be placed in sealed envelope(s) in accordance with the instructions.*

### **Question 6**

Lot 5 “Flow measurement”, Item 3 “Transfer Standard Gas Flow Meters”: We noticed that in the document “Technical Specifications” 2 units of this item are requested, while in the document “Instruction to tenderers - supplies to be provided”, only 1 unit is requested to be delivered to Ivano-Frankivsk.

Could you please clarify how many units we should offer?

### **Answer 6**

*Two transfer gas meters are needed, both to be delivered to Ivano-Frankivsk.*

### **Question 7**

Lot 5 “Flow measurement”, Item 1 “Koriolis meter”: We would need to receive more detailed specifications concerning this kind of instrument.

### **Answer 7**

*The Technical Specification shall be amended as follows:*

- 1. The required range of the **mass flow rate** is 20 kg/h to 200,000 kg/h (medium is water)*
- 2. The range of the medium temperature is 0 to 100 °C*

*Devices shall have output by pulses/frequency (0...10 kHz) **and** current (0.20 mA and/or 4...20 mA)*

### **Question 8**

Spare parts and consumables: Could you please specify that spare parts and consumables have to be foreseen only for lot 11 or also for the other lots. In this case, could you please indicate for how many years?

### **Answer 8**

*Please refer to the tender dossier where it clearly states that spare parts and consumables are only required for Lot 11 and for use during one year.*

### **Question 9**

We are an Italian company dealing in industrial weighing and dosing systems and calibration service, ISO 9001:2000 certified.

With reference to the a.m. tender, we would like to know if we can participate even though, at the moment, we have not a local representative.

We thank you in advance for your kind reply.

### **Answer 9**

We draw your attention to point 8 Eligibility and rules of origin of the Procurement Notice and point 3 Participation of the Instructions to tenderers which clearly specify the terms of participation in the tender procedure.

## Question 10

In order to better understand the requirements for this tender, we would like to establish a fluent communication with the responsible person for this project, and if possible, have the opportunity to meet to define the project.

I would appreciate some feedback from you regarding this possible contact at your best convenience.

### **Answer 10**

*Please note that for the tender in question the rules as set out in the Practical Guide to contract procedures for EC external actions and its annexes are applicable, these are at this website: [http://ec.europa.eu/europeaid/work/procedures/implementation/practical\\_guide/index\\_en.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/practical_guide/index_en.htm).*

*Tenderers shall request any additional information in accordance with the provisions of the Instructions to Tenderers (part of the published tender dossier), so that principles of transparency and equal treatment of all potential tenderers are respected. Please note that Article 13 of the Instructions to Tenderers reads:*

*“Any prospective tenderers seeking to arrange individual meetings with either the Contracting Authority and/or the European Commission during the tender period may be excluded from the tender procedure.”*

## Question 11

We hereby ask you to clarify and expand technical specifications for several parts of LOT 2.

### **Item 4**

“TBD Optional CDNs for other application”

Please specify the CDNs which are optional.

Enhanced PDF of CDNs shows the available types.

The suitable column “CDN Type” is not vendor specific and can be used to specify.

If you do not further specify - these options will not appear in the offers cause they are only growing the offer price.

### **Item 5**

There is a mismatch between the title “Triple-Loop Antenna” and the described “Application: Calibration of magnetic field metering devices”.

This clearly specified antenna is only for measurements of magnetic field strength between 9 kHz and 30 MHz. It is not suitable for calibration of devices.

If the need for this antenna was the intend, then please change the application description to “Application: Measurements of magnetic field strength”

If you want to get equipment for calibration of metering devices, then the product specification has to be changed totally.

### **Item 6**

The content of specification refers to a former Rohde & Schwarz cabinet called "S-Line". This product is obsolete for more than 5 years.

We don't know the reasons and a comparable alternative will not exist anyway.

Specification would also not be suitable nor conform to international standards for calibration of magnetic field metering devices.

Up to 10 MHz magnetic field a so named "Helmholtz Coil" is recommended for calibration and from 10 MHz a GTEM is recommended.

Specifications are related to the applications and differ widely. To have a complete system there is an additional need for signal generating, amplifying etc.

If it is not easily possible to re-specify/rework this item - I would recommend to delete the item from the list.

### **Item 7**

Specification is fitting to available analysers on the market. Normally there are many options for different applications available.

Please explain the expected applications to include available device options. Otherwise you will get offered only a pure basic set.

Please add a "carrying bag" for the device and accessories for proper storage/transport.

### **Item 8**

The specification is incomplete in content. It is also over-specified in regard of parameters and error limits.

As I can imagine - the request is for a "bench model" EMI (Electro-Magnetic-Interference or Emission) system consisting a

- CISPR compliant EMI receiver from 10 kHz - 18 GHz
- set of EMI antennas covering the same range for H-field from 10 kHz - 30 MHz,
  - for E-field a monopole antenna from 9 kHz - 30 MHz,
  - for E-field a bilog antenna from 30 MHz - 2 GHz,
  - for E-field a horn antenna from 1 GHz - 18 GHz
- completed with stands, adapters and cabling
- EMI control software

Please check to customer needs and rework the specification to get comparable offerings.

## Item 9

Application description refers to a EMS (Electro-Magnetic-Susceptibility or Immunity) bench system “... in line with commercial, automotive and MIL standards”.

To apply to all standards is a challenge which is not realistic. It is not mentioned which kind/size/quality of measuring chamber is available at customer site.

But the test chamber/facility is a main part to find out which immunity tests are possible and to define the fitting test equipment (amplifiers, antennas).

So you should refer to the basic standards IEC/EN 61000-4-3 (80 MHz - 1(-6) GHz) for radiated and IEC/EN 61000-4-6 (150 kHz - 230 MHz) for conducted RF-immunity which are the references for the most product standards. Please delete “automotive and MIL standards”.

The specification is incomplete in content. It is also over-specified in regard of parameters and error limits.

The covered frequency range should be from 150 kHz - 6 GHz to comply with the existing and future basic standards.

The measurements for the lower frequency range covered by IEC/EN 61000-4-6 are the same as in Item 4.

Specification could be copied to get a stand-alone, complete and working solution.

For the higher frequency range a system should contain following items:

- signal generator from 80 MHz - 6 GHz
- RF-amplifier from 80 MHz - 1 GHz, 150W
- RF-amplifier from 800 MHz -3,1 GHz, 100W
- RF-amplifier from 2,5 GHz - 6 GHz, 50W
- fitting bilog and horn antennas with stands, cabling
- power measurement, directional couplers
- automatic switch-board for RF and control lines
- 19" Rack
- EM field probe up to 6 GHz
- EMC Immunity Software with system integration

**Answer 11**

**Item 4 “EMC Test System ...”**

*The Technical Specification shall be amended as follows:*

*“TBD optional CDNs for other applications” – the To-Be-Defined CDNs are specified as follows:*

- a) CDN USB/CS*
- b) CDN USB/PS*
- c) CDN T8S*

**Item 5, Item 6 and Item 7**

*These items have been deleted from the tender.*

**Item 8**

*See revised specifications in Corrigendum No 2*

**Item 9**

*See revised specifications in Corrigendum No 2*

**Question 12**

The original place of production of some accessories we provide are foreign countries like Thailand or Switzerland. Can we offer equipment from non-EU countries for this tender or should we offer an alternative from a country within the European Union?

**Answer 12**

*The rules of origin and derogations to those rules, specific to this tender, are clearly set out in the Instructions to tenderers Section 4.1 and in the Special Conditions, Article 10.*

**Question 13**

Is the after sales service an inherent part of the tender or do you need a separate contract? This question arises because no form is currently provided in the documents for this after sales service. To which item we add our offer of 3 year after sales service?

**Answer 13**

*After sales service is required during the warranty period of 18 months (see Corrigendum No 2) as specified in the Special Conditions, Article 32 and should be provided by the Contractor free of charge under his warranty obligations. No after sales service is required outside of the warranty period and so no separate contract is required.*

## **Question 14**

Instructions to tenderers Point 11, Part 2 Financial offer

If our offer should be tax and duty free we will need an officially authorised letter that exempts us from all taxes and duties. Does the possibility of such an application for exemption exist? If we don't pay duty then problems will arise with customs in the Ukraine and we will not be able to forward the goods to the place of installation.

### ***Answer 14***

*Section 12 of the Instructions to tenderers clearly states “excluding all duties and taxes applicable to their importation and VAT, from which they are exempt”. There will not be problems with customs in Ukraine. All formalities with regard to the exemption of duties and taxes will be dealt with after signature of the Contract. Please note that the beneficiary country is Ukraine not “The Ukraine”.*

## **Question 15**

Does the draft contract have to be filled out completely, attached and send in with the tender? Should the final contract be send with the tender?

### ***Answer 15***

*No the draft contract is for information purposes only. The final contract will be sent to the selected Contractor by the Contracting Authority.*

## **Question 16**

Do we have to fully accept the Special conditions supplied? Normally, we quote our own terms and conditions.

### ***Answer 16***

*Yes. All terms and conditions are as set by the Contracting Authority. A tenderer or the Contractor cannot change the terms and conditions under any circumstances.*

## **Question 17**

Lot 1 Mass measurement, Item 2 Precision balance with continuous weighing range (full electrical range) for determination of density of weights, Additional equipment: Accessories

What are the dimensions of the required water bath? What kind of water bath should it be? Is a double wall water bath required?

Why is a Levelmatic device required? If you wish to use the mass comparator for density determination with a hanging device (under-floor weighing), then the hanger works like a Centermatic device (Levelmatic). An under-floor weighing system is a self centring system. Can we offer the hanger as a kind of Levelmatic?



**Answer 17**

**Lot 1 “Mass Measurement”, Item 2 “Precision balance...”**

*The Technical Specification shall be amended as follows:*

*Double wall water bath with inner vessel suitable in size for all weights up to 10 kg (stainless steel, shape according OIML R111).*

*Both hanging device for under floor weighing (density measurement) AND Levelmatic (weighing in air) are required.*

**Question 18**

Lot 1 Mass measurement, Item 4, Mass standards from 1 mg to 10 kg, OIML class E1, Application

The metrological; weight sets are supplied in wooden cases and the service weights in plastic cases. May we send the weights in two individual cases instead of one, because one case would be too heavy?

**Answer 18**

*The original specification in the published tender clearly states “in wooden boxes” – plural. Therefore two cases would be acceptable.*

**Question 19**

Lot 1 Mass measurement, Item 8, Mass comparator 50,000 g, Additional equipment: Standard accessories

Would you like to have a fully automatic system with a load alternator or a manual mass comparator with a loading device like a crane? Both are possible, but not at the same time. What is the application (mass determination, density measurement...)? We can offer a load alternator or an under-scale weighing system.

**Answer 19**

*The Technical Specification shall be amended as follows:*

*The mass comparator shall be used for mass determination of weight pieces (top loading). Auxiliary device for load change (crane) required.*

**Question 20**

We received information about the tender named **“Supply of equipment for metrology and testing services”** (Ref.: EuropeAid/126506/C/SUP/UA) announcement and would like to participate in the Tender.

In this connection we kindly ask you to advice – shall we purchase the complete set of Bidding Documents for a.m. tender or could we use the set of Bidding documents received by us in electronic form?

**Answer 20**

*According to point 18 of the procurement notice “The tender dossier is available from the following Internet address: [http://ec.europa.eu/europeaid/work/procedures/index\\_en.htm](http://ec.europa.eu/europeaid/work/procedures/index_en.htm). The tender dossier is also available from the Contracting Authority” (free of charge).*

*To find the tender dossier on the website you go to EuropeAid webpage [http://ec.europa.eu/europeaid/index\\_en.htm](http://ec.europa.eu/europeaid/index_en.htm)*

*then to Work with us, then to Funding opportunities and To apply for a tender or a grant (<http://ec.europa.eu/europeaid/cgi/frame12.pl>).*

*The eventual clarifications or corrigenda will be published on this website.*

**Question 21**

With reference to the Individual Supply Contract Forecast of the project “you wrote about the lot 5 Ionizing Radiation there. However the instruction to this tender does not include lot for Ionizing Radiation.

Will you announce this lot in the new tender? Could you please let me know preliminary period of the issue of the lot for Ionizing Radiation?

**Answer 21**

*An Individual Supply Contract Forecast is only an indication of our intention to publish a tender it does not constitute a commitment. The goods to be tendered may change between the issue of the forecast and the publication of the tender dossier. The Ionizing Radiation equipment has not been included in the tender dossier and will not be procured under this project.*