



Transport Malta

Malta Transport Centre
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Malta

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TM REF:

TM_Quotation 014/2014

CALL FOR QUOTATIONS FOR THE SUPPLY & INSTALLATION OF TRAFFIC SIGNS, ROAD MARKINGS AND STREET FURNITURE NORTHERN REGION (LOT 1)

Date Published: 15th April 2014

Closing Date: 22nd April 2014

at 10:00am CET

Free of charge

CALL FOR QUOTATIONS FOR THE SUPPLY & INSTALLATION OF TRAFFIC SIGNS, ROAD MARKINGS AND STREET FURNITURE NORTHERN REGION (LOT 1)

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Instructions to Tenderers

1. Scope of Supplies:

Call for Quotations for the Supply & Installation of Traffic Signs, Road Markings and Street Furniture on non-arterial and non-distributor roads (Northern Region)

2. Procedure:

This Request for Quotations is being issued in line with the Public Procurement Regulations 2010 (Legal Notice 296 of 2010).

This Quotation is being issued as an OPEN procedure and will be also regulated by the Procurement General Conditions which are available on the DOC website <https://secure2.gov.mt/EPROCUREMENT/conditions>.

Transport Malta shall determine the award of the request for quotation on the basis of the **lowest price** compliant with specifications.

3. Timetable of Activities

	Date	Time
Date of Publication of Quotation	15 th April 2014	N/ A
Last date for receipt of any clarifications by TM	17 th April 2014	1200hrs
Last date on which clarifications are issued by TM	18 th April 2014	1700hrs
Deadline for Submission of Quotations	22 nd April 2014	1000hrs

4. Information about the Tenderer's Technical Capacity:

The Contractor shall provide for the necessary expertise and resources to ensure the delivery of the objectives. It is expected that the contractor is suitably experienced and equipped with qualified personnel who will be required during the project. Submitted experience on other similar projects will be considered an asset.

5. Evaluation and Award Criteria:

The award of services is to be made on the basis of lowest technically compliant financial offer (Price) as shown in the attached Financial Submission Form and Financial Bid.

The notification to the recommended Bidder implies that the validity of its Quotation is extended for a period of thirty (30) days from the date of notification of the recommended Bidder.

6. Estimated Budget

n/a

7. Submittal of Quotations:

Quotation bids (2 copies) must be submitted (hand delivered) by not later than 1000Hrs of **22nd April 2014** at;

Tender Box (Reception – Level 0)

Transport Malta

Malta Transport Centre

Marsa, MRS 1917,

Malta

Quotation Bids, including all supporting documents, must be submitted in a sealed envelope/package bearing only;

- a) the above address,
 - b) the reference code of this Quotation procedure (**TM_Quotation 014/2014**)
- Late Quotations will be rejected and will not be evaluated. No liability will be accepted for rejection of late Quotations.
 - Quotations submitted by any other means will not be considered.
 - Quotations must comply to the requirements as stated in this quotation.
 - Before submitting their Quotation, Bidders will be deemed to have satisfied all criteria, as to its correctness and completeness, to have taken account of all that is required for the full and proper performance of the contract and to have included all charges in their rates and prices.
 - In submitting its Quotation, the Bidder will be submitting its best and final offer.

8. General Conditions:

The full set of General Conditions for Service Contracts can be viewed / downloaded from:
<https://secure2.gov.mt/EPROUREMENT/conditions>.

It is hereby construed that the bidders have availed themselves of these general conditions, and have read and accepted in full and without reservation the conditions outlined therein, and are therefore waiving any standard terms and conditions which they may have.

These general conditions will form an integral part of the contract that will be signed with the successful bidder/s.

9. Commencement & Execution

The execution of the contract for works in the Northern Region is of (1) week from Notification of implementations required by Transport Malta. Should works not commence or be completed within the stipulated time frames **a daily penalty of ten (10) Euros shall be incurred for late start or late finish.**

These Implementations are to be carried during the year 2014 on notification from Transport Malta.

10. Clarifications

Bidders are urged to promptly notify Transport Malta of any ambiguity in/or discrepancy between any of the appendices in this quotation which may be discovered upon examination of this document.

Any clarifications may be sent to tenders.tm@transport.gov.mt until 1200hrs on the 17th April 2014. Response will be sent to all bidders until 1600hrs on the 18th April 2014.

Bidders are notified that any interpretations, corrections or changes to the RFQ will be notified via the Transport Malta website <http://www.transport.gov.mt/organisation/procurement>. It is the responsibility of Bidders to visit this website and be aware of the latest information published on the Transport Malta.

11. Validity of Quotation

Bidders are committed to retain the validity of the Quotation for a period of sixty (60) days from the closing date for the submission of the quotation as shown in 3 above.

12. Evaluation of Quotations

- a) The entire evaluation procedure is confidential. The Evaluation Committee's decisions are collective and its deliberations are held in closed session. The members of the Evaluation Committee are bound to secrecy.
- b) The Evaluation Committee ranks the bids based on lowest cost.
- c) In the interest of transparency and equal treatment and without being able to modify the submitted Quotation, the Bidder may be required, at the sole written request of Transport Malta, to provide clarifications.
- d) Transport Malta reserves the right to conduct an interview with the Bidder to assess the Bidder's experience and approach to the delivery of the requirements.
- e) The Committee will recommend awarding the quote to the lowest compliant bid received.

13. Contract

Following the Appeal period (if applicable), the recommended Bidder will be expected to sign a contract as per Form 4 – Draft Contract Agreement.

14. Technical Specifications

As per BOQ and drawings.

Form 1 - DETAILS OF BIDDER

Name of Bidder			
Address			
E-mail Address			
Tel. Nos.			
Fax Nos.			
Mobile Phone No.			
VAT Registration No.			
Name of Authorized Representative / Position held			
Signature		Date	
ID. Card No.			

Form 2 – FINANCIAL BID

SUMMARY

	Grand Total including VAT, Duties, other Taxes/ Charges and Discounts (To be C/ f to Submission Form) Euro
SUPPLY & INSTALLATION OF TRAFFIC SIGNS, ROAD MARKINGS AND STREET FURNITURE – LOT 1 (NORTHERN REGION)	

N.B. – FILL IN THE ATTACHED BILL OF QUANTITIES

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

Date:

FORM 3 – Submission Form

CALL FOR QUOTATIONS FOR THE SUPPLY & INSTALLATION OF TRAFFIC SIGNS, ROAD MARKINGS AND STREET FURNITURE - LOT 1 (NORTHERN REGION)

Publication reference: TM_ Quotation O14/ 2014

A QUOTATION SUBMITTED BY

	Name(s) of Bidders(s)
Leader ¹	
Partner ¹	
Etc...	

1. Add/delete additional lines for partners as appropriate. Note that a sub-contractor is not considered to be a partner for the purposes of this quotation. If the quotation is being submitted by an individual bidder, the name of the bidder should be entered as 'leader' (and all other lines should be deleted)

2. Proposed proportion of responsibilities between partners (in %) with indication of the type of the works to be performed by each partner (the company acting as the lead partner in a joint venture/consortium, they must have the ability to carry out at least 50% of the contract works by its own means. If a company is another partner in a joint venture/consortium (i.e. not the lead partner) it must have the ability to carry out at least 10% of the contract works by its own means).

Service intended to be sub-contracted		Name and details of sub-contractors	Value of sub-contracting as percentage of the total cost ³	Experience in similar services (details to be specified)
1				
2				
(.)				

3. The maximum amount of sub-contracting must not exceed [40%] of the total contract value. The main Consultant must have the ability to carry out at least [60%] of the contract works by his own means.

B CONTACT PERSON (for this Quotation)

Name		Surname	
Telephone	() _____	Fax	() _____
Address		
E-mail			

C BIDDER'S DECLARATION(S)

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

In response to your letter of Call for Quotations 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 Call for Quotations Document (including subsequent Clarifications Notes issued by the Contracting Authority for invitation to Quotation No TM Quotation 014/2014. 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 quotation offer not being considered any further.
- 2 We offer to execute, in accordance with the terms of the quotation document and the conditions and time limits laid down, without reserve or restriction, the following works:

Supply & Installation of Traffic Signs, Road Markings and Street Furniture – Lot 1 (Northern Region)
- 3 The total price of our Quotation (inclusive of duties, VAT, other taxes and any discounts) is: _
_____.
- 4 We are making this application in our own right and for this Quotation TM_Quotation 0XX/2010. We confirm that we are not quoting for the same services in any other form..
- 5 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.
- 6 We will inform the Contracting Authority immediately if there is any change in the above circumstances at any stage during the implementation of the services. 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 We note that the Contracting Authority is not bound to proceed with this Call for Quotations and that it reserves the right to cancel or award only part of the contract. It will incur no liability towards us should it do so.

Name and Surname: _____

I.D. / Passport Number: _____

Signature of Bidder: _____

Duly authorised to sign this
Quotation on behalf of: _____

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

Stamp of the firm/company: _____

Place and date: _____

Form 4 – Draft Contract Agreement

Financed by: Transport Malta
Project: Call for Quotations for the Supply & Installation of Traffic Signs, Road Markings and Street Furniture – LOT 1 (NORTHERN REGION)

Ref Number: TM Quotation 014/ 2014

This contract is concluded between:

Transport Malta
Malta Transport Centre
Xatt I-Għassara tal-Għeneb
Marsa, MRS1917
Malta

on the one part, and

[Name of Contractor]
[Address]

(hereinafter called "The Contractor") on the other part,

Whereas the Contracting Authority is desirous that certain services should be executed by the Contractor, viz.:

Call for Quotations for the Supply & Installation of Traffic Signs, Road Markings and Street Furniture – LOT 1 (NORTHERN REGION)

and has accepted a bid by the Contractor for the execution and completion of such services and the remedying of any defects therein.

It is hereby agreed as follows:

1. In this contract words and expressions shall have the meanings assigned to them in the contractual conditions set out below.
2. The following documents shall be deemed to form and be read and construed as part of this contract, in the following order of precedence:
 - (a) this Contract,
 - (b) the Consultant's technical offer,
 - (c) the Financial Offer (after arithmetical corrections)/breakdown,
 - (d) the Submission Form,
 - (e) any other documents forming part of the contract.

Addenda shall have the order of precedence of the document they are modifying.

3. In consideration of the payments to be made by the Contracting Authority to the Consultant as hereinafter mentioned, the Consultant undertakes to execute and complete the works and remedy defects therein in full compliance with the provisions of the contract.
4. The Contracting Authority hereby agrees to pay the Consultant in consideration of the execution and completion of the works and remedying of defects therein the amount of:
 - Contract price (including VAT/other taxes):

- Contract price in words:

or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract. VAT shall be paid in compliance with National Law (in particular the VAT Act 1998, the Act No X of 2003 and relevant Legal Notices).

5. Payments shall be effected after certification of completion of each task.
6. In witness whereof the parties hereto have signed the contract. This contract shall take effect on the date on which it is signed by the last party.

Done in English in three originals: two for the Contracting Authority, and one for the Contractor.

Contracting Authority:

Contractor:

Signed by:

Signed by:

.....

.....

Name in Blocks/Stamp

Name in Blocks/Stamp

Mr. JAM ESPISCOPO

.....

.....

In the capacity of:

In the capacity of:

Chairman

.....

.....

Being fully authorized by and acting on behalf of

Being fully authorized by and acting on behalf of

Transport Malta

.....

.....

Date:

Date: