

Research and Laboratory Department

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7.4.2017

Evira/536/0071/2017

A notice of this procurement has been published in the Hilma database on **11.4.2017** and on Evira's internet pages at <https://www.evira.fi/tietoa-evirasta/asiointi/tarjouspyynnnot/>

INVITATION TO TENDER

1. Contracting authority

Finnish Food Safety Authority Evira (hereinafter Evira) started in May 2006. Evira focuses on ensuring the safety of food, promoting the health and welfare of animals and providing the required preconditions for plant and animal production as well as plant health. Evira is the national reference laboratory for TSE diseases in Finland and responsible for all testing against TSE diseases in the country.

2. The Object of the Contract

The object of the contract is to provide TSE rapid test kits and necessary equipment and software for TSE testing to perform the national TSE testing of cattle, sheep and goats. The tests are performed in Evira's TSE-laboratory, Helsinki, Finland. Evira requests Your tender for TSE-kits and testing equipment for testing cattle, sheep and goats.

Please find descriptions of the object of the contract and relevant requirements in more detail in the following Appendices:

- General description of the Contracting Authority and the object of the contract (Appendix 1)
- Minimum requirements for the object of the contract (Appendix 2) tender form, must be completed and returned as an Appendix to the tender
- Draft Contract (Appendix 5A)
- Draft Service Contract (Appendix 5B)
- General Terms of Public Procurement in Supply contracts (Appendix 6 JYSE 2014 Supplies January 2015 and JYSE 2014 Services January 2015)

The division of Tender into lots or variants and partial tenders shall not be accepted because the contracted items form an inseparable entity for validation and quality control purposes. Evira selects one (1) supplier and concludes a contract with that supplier.

It is expected that approximately 13 000 tests will be performed yearly equalling approximately 1080 tests per month. The number of tests however is an estimate and does not form any obligation for Evira to buy that amount of supplies or exclusive right for the supplier to supply the goods.

Evira reserves the right to amend or terminate the contract that may be awarded through this procedure without penalty should there be any change in EU or national law rendering the need for TSE-testing of cattle and/or small ruminants unnecessary.

3. Contract period

The contract period is two years, with an option to continue the contract for two separate consecutive years. The intended initial contract period is from 1.10.2017 to 30.9.2019.

The guarantee of the TSE-testing equipment is 24 months.

4. The Procurement Procedure

The contract will be awarded through an open procedure. The value of the procurement exceeds EU-threshold values. The procurement will take place in compliance with the Finnish Act on Public Contracts (1397/2016).

A candidate or Tenderer who cannot be deemed to have the professional, economic or other prerequisites for implementing the procurement or who has neglected to pay taxes or statutory social contributions may be excluded from the public procurement competition. Tenderers' eligibility will be assessed with ESDP.

No compensation will be payable to tenderers for preparing a tender, presenting it or otherwise taking part in the procedure.

The minimum validity of tenders is four months after the deadline indicated for the submittal of tenders.

Evira may wholly or partially interrupt the procurement procedure for a legitimate and justifiable reason (Act on Public Contracts, 125 §). Should the procurement process be interrupted or cancelled at any time of the procurement process Evira has no obligation whatsoever to indemnify any of the costs caused to the Tenderers that participate in the public procurement competition.

5. Contacts and Additional Information during the competition

Tenderers requiring clarification or additional information shall submit their queries to Finnish Food Safety Authority Evira in writing. In order to ensure the equal treatment of all tenderers, no enquiries or information requests made using any other methods will be answered.

All queries must be submitted by e-mail to: kirjaamo@evira.fi no later than **21.4.2017** at 12:00 hours (GMT+2).

The subject line of the e-mail must read 'Query about the Invitation to Tender: TSE tests - tender Evira/536/0071/2017

Name of the inquirer or other information concerning the tenderer shall not be revealed in connection with questions and answers.

The responses to the questions will be published by **26.4.2017** on Evira's webpage: <http://www.evira.fi/tietoa-evirasta/asiointi/tarjouspyynnot/>

Each tenderer is responsible for checking and taking into account in its tender the questions and answers to them as well as possible elaborations to information provided.

6. Publicity of Tender Details and Procurement Documents

Right of access to procurement documents is regulated by the Act on the Openness of Government Activities (621/1999). All tender documents become public upon closing of the contract.

A tenderer must clearly mark on submitted material what information it considers to constitute a trade or other secret, and separate this information from other material in the tender in an explicit manner.

The total price (the price used in the comparison of tenders) quoted in the tender cannot, however, be a trade secret. The opening session of the tenders will not be public.

7. Drawing up and Submission of Tenders

All documents in the Tender must be written in English.

Tenders must be submitted by **12.5.2017** at 12:00 hours (GMT+2).

Address to which tenders must be sent:

Finnish Food Safety Authority Evira
Kirjaamo
Mustialankatu 3
00790 Helsinki
FINLAND

Tenders must be sent in a printed format in a closed envelope and in an electronic format on a USB memory stick in the same envelope as the printed tender. The electronic version must be saved in a file format, readable by the most common office programs (e.g. doc/.docx, xls./xlsx / .pdf, .ppt/.pptx or .jpeg). It must be possible to load the data from recording device into the memory of computer.

The envelope must be marked with the tenderer's name and the reference "TSE tests, tender, Evira/536/0071/2017".

In the event that there is a contradiction between the electronic and paper copy of the tender, the paper copy shall apply.

The Tender shall also include the contact details (phone number and e-mail address) of Tenderer's staff who are responsible for handling the issues related to this competition. The Tenderer must notify Evira about any changes in contact details immediately.

Tenders submitted after the deadline will not be considered.

8. Processing of tenders

The procurement procedure shall take place in the following phases.

1. Opening of tenders.
2. Evaluation of the eligibility of the Tenderers from the given ESPD-information.
3. Verification of conformance of Tenders with the Invitation to Tender.
4. Comparison of tenders that fulfill the requirements of the Invitation to Tender.

5. Selection of the best Tender in terms of the chosen award criteria.
6. Requiring and checking the certifications and reports concerning the eligibility of the tender who has submitted the best tender.
7. Procurement decision and notification of procurement decision to participants.
8. Concluding a contract with the winning participant in the public procurement. This can only take place by signing the Contract.

Contracts concerning procurements exceeding the EU threshold may be concluded only after expiration of 14 days from the moment when the tenderer has been informed or is deemed to have been informed of the justifiable contract award decision.

9. Award criteria

The selection criterion for the contract is price-quality ratio and the comparison criteria and the weightings are as follows.

10.1 Price (25% of total score)

The price for the tests is fixed for the first two years. The price for test/sample and test kit shall be given in Euros and shall include all fees, other costs and reimbursable costs excluding VAT.

Price of test/sample and test kit including the following

- the test kit
- consumables
- equipment
- service contract
- delivery DDP every second month to Evira, Mustialankatu 3, FI-00790 Helsinki, Finland

Scoring price:

The test with lowest price/sample will be given the score of 25 equalling to 25% which is the percentage of price in weighing of all award criteria.

Tests with higher test price/sample will be scored as follows: lowest test price will be divided by higher test price, and the ratio will be multiplied with max score 25 as in the following example:

2 €/sample	score 25
5 €/sample	score 10
10 €/sample	score 5

11.2 Assay time (35% of total score)

Assay time for 90 samples, one person performing test. The time required for different steps of test should be described.

- The total test time of 90 samples should be given starting from cutting the brain stem to final result.

The total assay time for 90 samples will be summarised from the main steps of testing which will depend on the test, but could be e.g. the following:

- Time for preparation of the samples from cutting to suspension
- Time for other preparatory steps
- Time for different steps in detection assay

Scoring assay time: The test with the shortest assay time (steps 1+2+3 described above) will be given the score of 35 equalling to 35 % which is the percentage of assay time in weighing of all award criteria.

Tests with longer assay time will be scored as follows: Assay time of shortest test will be divided by assay time of the test with longer assay time, and the ratio will be multiplied with max score 35 as in the following example:

test 2 h	score 35
test 3 h	score 23,3
test 4 h	score 17,5

11.3 Analytical sensitivity (40% of total score)

The test must detect BSE in cattle, classical scrapie, atypical scrapie and BSE in sheep and goat with high analytical sensitivity.

Scoring analytical sensitivity

The overall score of 40 (equalling to 40%) will cover the four factors as follows:

The test with highest analytical sensitivity in detecting BSE in cattle, score 10 (= lowest detection limit).

The test with highest analytical sensitivity in detecting scrapie in sheep and goat, score 10 (= lowest detection limit).

The test with highest analytical sensitivity in detecting atypical scrapie in sheep and goat, score 10 (= lowest detection limit).

The test with highest analytical sensitivity in detecting BSE in sheep and goat, score 10 (= lowest detection limit).

The analytical sensitivity of a test will be scored based on the results published in the scientific opinions and reports by EFSA and European Commission DG Joint Research center IRMM, on the evaluation and analytical sensitivity of TSE rapid tests.

The tenderer with the highest combined scores is the winner of the tender.

10. Signatures

Pia Mäkelä
Director of Laboratory and Research Department

Tuija Gadd
Head of Virology Unit

APPENDICES

- Appendix 1 General description of the Contracting Authority and the object of the contract
- Appendix 2 Minimum requirements for the supplies and the evaluation criterion
(to be returned filled out)
- Appendix 3.1 Tender information and Tenderer's eligibility criteria, ESPD instructions

- (to be returned filled out)
- Appendix 3.2 ESPD code file (to be returned filled out)
- Appendix 4 Price form (to be returned filled out)
- Appendix 5A Contract Draft
- Appendix 5B Service Contract Draft
- Appendix 6 General Terms of Public Procurement in Supply contracts
(JYSE 2014 Supplies, January 2015)
- Appendix 7 General Terms of Public Procurement in Service contracts (JYSE 2014 Services,
January 2015)