

## INVITATION TO TENDER

### Click Detectors for the SAMBAH Project

Procurement Identity: 234-2513-10 Nh

Final date for tendering July 7, 2010

<b>Tenderer:</b>	██████████
Identification No:	██████████
Postal Address:	██████████
Contact Person:	██████████
Phone No:	██████████
E-mail:	██████████
Comments:	██████████

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# 1 General information

## 1.1 Facts about the contracting authority

Naturvårdsverket - The Swedish Environmental Protection Agency ("Swedish EPA"), created in 1967, is the national agency for environmental protection and nature conservation as well as outdoor recreation and hunting issues. Its key tasks are to present proposals for environmental policy and legislation to the Swedish Government and ensure that environmental policy decisions are implemented. The Agency complies with the ISO 14001 environmental management standard and EMAS for both direct and indirect environmental impact.

### Areas of responsibility

- Providing guidance on environmental and regulatory issues to other national agencies as well as to regional and local authorities
- Evaluating the effectiveness of different measures in attaining the National Environmental Quality Objectives and proposing new measures where necessary
- Monitoring and reporting on the state of the environment  
Developing environmental policy instruments, including environmental legislation
- Appearing in courts of law (principally on licensing matters)
- Promoting sustainable treatment of waste
- Funding environmental research
- Communicating expert knowledge
- Funding environmental protection (i.e. liming of acidified lakes, site remediation and grants to local climate investment programmes)
- Protecting land and water (including Natura 2000 sites)
- Dealing with hunting and wildlife issues
- Promoting outdoor recreation
- Cooperating multilaterally and bilaterally with other countries

For more information: <http://www.naturvardsverket.se/en/In-English/Menu/>

## 1.2 Facts about the SAMBAH project

SAMBAH (Static Acoustic Monitoring of the Baltic Sea Harbour Porpoise) is a LIFE+ project (LIFE08 NAT/S/000261), running from 1<sup>st</sup> of January 2010 until 31<sup>st</sup> of December 2014. The project includes Finland, Poland and Denmark as full partners ("associated beneficiaries"), whereas the waters of the three Baltic States will be covered by subcontractors to Sweden. For more detailed information on the project, please refer to the attached application to the EU (enclosure No 1). Scientists in Germany will cooperate with SAMBAH to some extent and with their own funding.

The main objective of the SAMBAH project is, based on data from a large number of static acoustic monitoring (SAM) devices, to calculate an estimate of the total abundance of harbour porpoises in the Baltic, their distribution and what habitat factors may affect this distribution. The main bulk of the data will be registrations of porpoise sonar activity by the approximately 300 SAM devices. These devices will be deployed in a random-fixed matrix in water depths between 5 and 80m. Approximately once every three months they will be hauled for the batteries to be changed and data to be uploaded. Data collection will be carried out for two full years, from January 2011 until December 2012.

Each country will have a team of scientists who will be responsible for the SAM units in their respective waters. They will transfer the data files continuously via internet to a central ftp-server provided by KOLMÅRDEN. The data files will be analyzed in parallel with the data collection using custom made analysis software and with the assistance of a state-of-the-art sub-contractor. In addition, the Danish team will collect auxiliary data by providing a smaller number of porpoises with satellite and acoustic recording tags in order to record movements and sonar activity.

## 1.3 Requested products

This enquiry is intended for deliveries of 120 pcs of static acoustic monitoring (SAM) devices (batteries excluded), according to specifications below. Synonyms used below are: *click detectors, hydrophones, units, devices*.

## 1.4 Procurement information

This enquiry concerns open procurement procedure according to Swedish Public Procurement Act. The tender will be accepted without preceding negotiation.

This procurement will be concluded in a written agreement between Swedish EPA and the Tenderer who awarded the procurement.

## 1.5 About this document

This document is produced in Microsoft Word in a form in we suggest that you use for your tendering. In all yellow fields you can give your answers and comment your answers. All **must** requirements must be verified, why all yellow "Yes boxes" for "**must** requirements" must be marked with X.

It is possible to refer to enclosures.

Observe that this document contains several links that are not able to open. For that reason we refer to all actual links in (enclosure No 4).

## 2 Procurement specification

This procurement has following time schedule:

Activity	Time
Announcement	May 27, 2010
Final day for tendering	July 07, 2010
Tender opening	July 09, 2010
Evaluation	---
Decision	July 15, 2010
Contract signing	July 26, 2010

### 2.1 Physical specifications

1. Units **must** be operational down to 100 m.

Requirement fulfilled Yes   
Comments:

2. Units **must** be slightly buoyant.

Requirement fulfilled Yes   
Comments:

3. Units **must** be operational in temp range -20 to 40 °C.

Requirement fulfilled Yes   
Comments:

4. Hydrophone **must** be shock protected.

Requirement fulfilled Yes   
Comments:

5. Units **must** be standardized and have the same sensitivity within +3 dB.

Requirement fulfilled Yes   
Comments:

6. Units **must** be able to record continuously for  $\geq 4$  months.

Requirement fulfilled Yes   
Comments:

7. Units **must** have replaceable flash memory capable of storing  $\geq 4$  months data.

Requirement fulfilled Yes   
Comments:

8. Devices **must** be adapted for easily replaceable standard D-cells batteries.

Requirement fulfilled Yes

Comments:

9. \* Deployment should be based on suspension from sea floor (not sea surface) with attachment points in both bottom and top of unit.

Requirement fulfilled Yes  No

Comments:

10. System clock **must** be stable at all operational conditions within 2 ppm.

Requirement fulfilled Yes

Comments:

## 2.2 Recording specifications

11. Time resolution **must** be  $\leq 5 \mu\text{s}$ .

Requirement fulfilled Yes

Comments:

12. Amplitude resolution **must** be 0.5 dB or better.

Requirement fulfilled Yes

Comments:

13. \* Amplitude units should be clearly defined in Volts or Pa or dB with reference.

Requirement fulfilled Yes  No

Comments:

14. Hydrophone **must** be omni-directionally flat within  $\pm 3\text{dB}$  in the 100-150 kHz band.

Requirement fulfilled Yes

Comments:

15. Hydrophone/unit sensitivity **must** be individually comparable within  $\pm 3\text{dB}$  @ 100-150 kHz.

Requirement fulfilled Yes

Comments:

16. Overall detection threshold **must** be 125 dB re  $1 \mu\text{Pa}$  peak-peak or better.

Requirement fulfilled Yes

Comments:

17. Raw data files **must** have standard format, **or** a conversion tool to export all raw data to be readable by Matlab or Excel **must** be provided.

Requirement fulfilled Yes   
Comments:

18. Units **must** be provided with a feedback indicating correct setup/start.

Requirement fulfilled Yes   
Comments:

## 2.3 Post-processing

19. Browsing of data files: Postprocessing software **must** provide user friendly zooming, grabbing, scrolling, copying to clip board, and easy adjustment of axis scales.

Requirement fulfilled Yes   
Comments:

20. Browsing of data files: Postprocessing software **must** allow for direct jump from one classified porpoise click train to the next.

Requirement fulfilled Yes   
Comments:

21. Display: Postprocessing software **must** allow for display of click peak amplitude.

Requirement fulfilled Yes   
Comments:

22. Display: Postprocessing software **must** allow for display of click duration.

Requirement fulfilled Yes   
Comments:

23. Display: Postprocessing software **must** allow for display of inter-click interval (ICI).

Requirement fulfilled Yes   
Comments:

24. \* Postprocessing software should give information on envelope.

Requirement fulfilled Yes  No   
Comments:

25. \* Postprocessing software should give information on bandwidth.

Requirement fulfilled Yes  No



Comments: [REDACTED]

26. \* Postprocessing software should give information on click centre frequency.

Requirement fulfilled Yes  No

Comments: [REDACTED]

27. Display: Time windows **must** be scalable between  $\leq 10$ ms and 1 week.

Requirement fulfilled Yes

Comments: [REDACTED]

28. \* Postprocessing software should offer playback functionality with ICI scaled according to x-axis setting, and reflecting amplitude, click duration and centre frequency.

Requirement fulfilled Yes  No

Comments: [REDACTED]

29. \* Report and export functions: Postprocessing software should offer report graph and export function with adjustable x-axis and spreadsheet format, presenting **number of porpoise-like clicks** and porpoise clicks in trains per min, per hour, per 24 hours, selectively coloured in composite graph.

Requirement fulfilled Yes  No

Comments: [REDACTED]

30. \* Report and export functions: Postprocessing software should offer report graph and export function with adjustable x-axis and spreadsheet format presenting **number of detection-positive minutes** per 10min, 1 hour, 1/4 tide cycle, 24 hours.

Requirement fulfilled Yes  No

Comments: [REDACTED]

31. \* Report and export functions: Postprocessing software should offer report graph and export function, after selection of '**porpoise clicks in trains**', presenting mean, min/max and SD of the **ICI**.

Requirement fulfilled Yes  No

Comments: [REDACTED]

32. \* Report and export functions: Postprocessing software should offer report graph and export function, after the selection of '**porpoise-like clicks**' and '**porpoise clicks in trains**', presenting mean, min/max and SD of the **click duration**.

Requirement fulfilled Yes  No

Comments: [REDACTED]

33. Export format for the requirements (29-32) **must** be readily readable by Excel.

Requirement fulfilled Yes

Comments:

## 2.4 Support

34. Manufacturer **must** guarantee that the project can keep the required number of units in operation from January 2011 until December 2012.

Requirement fulfilled Yes

Comments:

35. A buffer of 12 units (10%) **must** be available from January 2011 until October 2012 at manufacturer for replacement of lost devices according to conditions under points 38 and 39.

Requirement fulfilled Yes

Comments:

36. \* Operational and technical guarantee should be valid to December 31, 2012.

Requirement fulfilled Yes  No

Comments:

37. Faulty units **must** be repaired within one month, incl. transport; if due to technical failure, a gratis replacement is offered during repairment time.

Requirement fulfilled Yes

Comments:

38. \* If additional units are needed, manufacturer should offer leasing or purchase of units on reasonable terms for direct delivery during the field period.

Requirement fulfilled Yes  No

Comments:

39. In case of faulty and unrepairable devices, manufacturer **must** provide gratis replacements off the shelf, incl shipping.

Requirement fulfilled Yes

Comments:

40. Software/operational support **must** be available via phone/Skype/email/internet during daytime working hours (Mon-Fri) from delivery until June, 2013, incl vacation periods.

Requirement fulfilled Yes

Comments:

41. Support language **must** be English.

Requirement fulfilled Yes   
Comments:

42. Documentation **must** include detailed specifications of raw and processed file format.

Requirement fulfilled Yes   
Comments:

43. \* Documentation should include detailed information on the standardisation of each units sensitivity within +3dB @130 kHz.

Requirement fulfilled Yes  No   
Comments:

44. Version compatability **must** be guaranteed, e.g. by not changing unit or software versions for the entire SAMBAH duration or changes must be discussed and approved by SAMBAH.

Requirement fulfilled Yes   
Comments:

## 2.5 Reliability

45. The Tenderer should demonstrate the reliability of the equipment through presentation of results from practical tests. Reliability is assessed on the basis of durability and physical integrity during field tests as well as on performance and output data quality.

*Observe that this requirement will have an important impact on criteria No 3.*

Demonstrate how this requirement is met:

## 2.6 Delivery requirements

(Terms of delivery: DDP Kolmården, Incoterms 2000)

46. Sixty (60) devices **must** be delivered not later than September 1, 2010.

*Observe that delivery may be done in smaller batches as long as the total amount of 60 devices is delivered according to this requirement.*

Requirement fulfilled Yes   
Comments:

47. Thirty (30) devices **must** be delivered not later than October 1, 2010.

*Observe that delivery may be done in smaller batches as long as the total amount of 30 devices is delivered according to this requirement.*

Requirement fulfilled Yes   
Comments:

48. Thirty (30) devices (or the remaining amount of devices up to totally 120 devices) **must** be delivered not later than October 31, 2010.

Requirement fulfilled Yes   
Comments:

## 2.7 Price

49. The price **must** cover the entire quantity of 120 units.

Requirement fulfilled Yes   
Comments:

50. The price **must** cover all associated costs.

Requirement fulfilled Yes   
Comments:

51. The price **must** be given in Euro, excluding VAT.

Requirement fulfilled Yes   
Comments:

52. The price **must** be fixed without index-tied adjustments.

Requirement fulfilled Yes   
Comments:

53. The price **must** include 1 extra SD card per 10 SAM units.

Requirement fulfilled Yes   
Comments:

54. The price **must** include 1 extra battery casing per 10 SAM units and spare parts for self-repair purposes.

Requirement fulfilled Yes   
Comments:

55. **TOTAL price incl all specified requirements for 120 units (batteries excluded).**

**TOTAL PRICE: €**   
Comments:

56. Price for additional delivery of 1 unit should be offered.

**PRICE: €**   
Comments:

57. Price for additional delivery of 5 units should be offered.

<b>PRICE: €</b> [REDACTED]
<b>Comments:</b> [REDACTED]

58. Price for additional delivery of **10** units should be offered.

<b>PRICE: €</b> [REDACTED]
<b>Comments:</b> [REDACTED]

## 3 Requirements on the Tenderer

### 3.1 Legal and financial requirements on the Tenderer

The examination of the Tenderer will be done to secure that the Tenderer has, among other things, a financial/economical status and technical capacity to accomplish the order during stated time.

Circumstances **entailing exclusion** of Tenderer according to Chapter 10, Article 1, Swedish Public Procurement Act (See further [http://www.kkv.se/upload/Filer/ENG/Publications/Swedish\\_Public\\_Procurement\\_Act.pdf](http://www.kkv.se/upload/Filer/ENG/Publications/Swedish_Public_Procurement_Act.pdf)).

Circumstances **that can entail exclusion** of Tenderer according to Chapter 10, Article 2, Swedish Public Procurement Act (See further [http://www.kkv.se/upload/Filer/ENG/Publications/Swedish\\_Public\\_Procurement\\_Act.pdf](http://www.kkv.se/upload/Filer/ENG/Publications/Swedish_Public_Procurement_Act.pdf)).

- The Tenderer **must** be registered in the country where he prosecutes business, according to the country's rules of the professional or trade registers.
- Swedish Tenderers **must** enclose a correctly filled out form SKV 4820 "Request response Public information" (enclosure No 2a and 2b). The form shall be filled out by the Swedish Tax Agency. The certificate shall be no more than one month old from the deadline for submission of tenders. Tenderers of other nationality **must** enclose corresponding documentation.

Requirements in chapter 3.1 fulfilled Yes

Comments:

## 4 General requirements on the tender

- The tender **must** be submitted written in English.
- The tender **must** be received by Swedish EPA no later than **July 7, 2010**.
- The tender **must** contain of one signed original of this document supplemented with requested documents **and** electronic documents (pdf- or Ms-Word-format) on a CD/DVD or a USB memory stick.
- The tender **must** be sent or delivered, in a closed envelope, to:

NATURVÅRDSVERKET  
SE 106 48 STOCKHOLM  
SWEDEN

The envelope **must** be clearly marked: “**Anbud/Tender 234-2513-10 Nh**”

- Tenders by telegram, fax or e-mail are not accepted, as Swedish EPA cannot guarantee to maintain the commercial secrecy during such conditions.
- The tender **must** be valid until **October 31, 2010**.

## 5 Commercial conditions

### 5.1 Terms of delivery

DDP Kolmården, Incoterms 2000

### 5.2 Delivery address

The winning Contractor will deliver hydrophones to:

KOLMÅRDENS DJURPARK  
Att, Mats Amundin  
SE-618 92 KOLMÅRDEN  
SWEDEN

### 5.3 Payment terms

All payments against invoice, 30 days net, after approved delivery.

### 5.4 Information regarding invoicing

The Contractor shall send invoices to Swedish EPA in original form to the following address:

NATURVÅRDSVERKET  
Ekonomienheten  
SE-116 48 STOCKHOLM  
SWEDEN

#### 5.4.1 Specification of invoices

Invoicing will be done after every finished delivery (3 times). Invoices shall always specify:

- Swedish EPA's number of the order (**Dnr 234-2513-10 Nh**)
- delivery size (quantity/number of devices)
- price for delivered goods
- reference number for the invoices related to the Contract (**Ref. no. 2332**)

The following information is applicable for Contractors in Sweden:

The invoice shall show that all statutory environmental charges are included in the price.

#### 5.4.2 Bank information

Invoices submitted shall include the following bank information;

SWIFT/BIC code [REDACTED]

IBAN number [REDACTED]



## 5.5 Delivery conditions

General terms for supply of goods to the public sector, **ALOS 05** will be valid, (enclosure No 3a and 3b). First part of paragraph 9, ALOS 05 is stated as follows: *If the goods are not delivered in the agreed time, the Purchaser is entitled to liquidated damages. Liquidated damages shall be payable for each seven-day period that commences during the period that the delay lasts at a rate of 2% of the value of that part of the goods that, as a consequence of the delay, could not be put to its intended use. However, the liquidated damages shall in total not exceed 10% of the said value.*

## 6 Evaluation criteria for the tender

When the tenders are evaluated, the following criteria (C) will be taken into consideration:

- C1 Fulfillment of \* marked should-requirements (totally 13)
- C2 TOTAL price incl all specified requirements for 120 units
- C3 Reliability of the equipment (see requirement no 45)

0 – 3 points is possible to get for each criteria.

*The tender (-er) with the highest sum (C1+C2+C3) will be the winner.*

### 6.1 Evaluation method

#### *Criteria No 1 (C1)*

$C1 = 3 * (\text{fulfilled should-requirements}) / (\text{total should-requirements [13]})$

#### *Criteria No 2 (C2)*

$C2 = 3 * (\text{lowest offered price}) / (\text{actual offered price})$

#### *Criteria No 3 (C3)*

- 3 points if the reliability is very well demonstrated
- 2 points if the reliability is well demonstrated
- 1 points if the reliability is not so good demonstrated
- 0 points if the reliability is not demonstrated at all

### 6.2 Evaluation example

#### *Criteria No 1 (C1)*

11 fulfilled should-requirements:

$3 * 11 / 13 = 2,54$  points

#### *Criteria No 2 (C2)*

Lowest offered price: 90 money units

Actual offered price: 100 money units

$3 * 90 / 100 = 2,70$  points

#### *Criteria No 3 (C3)*

Reliability: very well demonstrated = 3 points

#### *Summary of the example (C1+C2+C3):*

$2,54 + 2,70 + 3 = 8,24$  points

## 7 Trade-related secrets

All information and documents concerning a public procurement are classified as confidential according to the Swedish Act of Secrecy until all tenders are made public or a decision about a Supplier or a tender is taken or if the procurement in any other way has been closed.

The information can be kept confidential also after the moment mentioned above. Information about a Tenderer's business and operating matter can be classified as a trade-related secret if it's likely that the Tenderer may suffer from damage if the information is exposed.

If the Tenderer consider that the information he has handed over in a public procurement fulfils what is required for trade-related secrets as mentioned above, the Tenderer ought to notify Swedish EPA in writing hereof. This application must include a specification about which information that should be kept confidential and what damage the Tenderer might suffer if the information will be exposed.

However, Swedish EPA cannot guarantee that the information will be classified as confidential, since such a decision can be appealed against and the court can decide that the information must not be secret.

## 8 Information regarding the Invitation to tender

All information in this procurement (for example questions and answers concerning the invitation for tender, information about the award of contract) will be published at the website: <http://www.naturvardsverket.se/upphandling>, from where you got this invitation.

All questions should be addressed to [upphandlingar@naturvardsverket.se](mailto:upphandlingar@naturvardsverket.se)

Answers and other information about the procurement will be published at the website: <http://www.naturvardsverket.se/upphandling>.

Before the tender is given you should therefore check for new information about the procurement on the website.

Additional information about this Invitation to tender is legally binding on both Swedish EPA and the Tenderer, if the information is given in writing, and provided no later than six (6) days before the closing date for tender.

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For Swedish Environmental Protection Agency  
Natural Resources Department

Jacob Hagberg

## 9 Tender signing

By signing this procurement document the Tenderer:

- confirms that all “must requirements” in said procurement document are fulfilled,
- accepts that the commercial conditions in this document (including the general terms, enclosure 3a) and 3b) is to govern the future agreement,
- confirms that all information requested by the Swedish EPA is provided by the Tenderer and that said information is correct.

Place and date

Tenderer

Name and title of person entitled to sign for the Tenderer

Name and title in block letters

Enclosures	Name of enclosures/description
Enclosure No	
Enclosure No	
Enclosure No	
Enclosure No	
Enclosure No	
Enclosure No	
Enclosure No	
Enclosure No	

Electronic documents on a CD/DVD or a USB memory stick	YES Comments:
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