

ERDF.PA 3.ERDF.03.S3.Call 1.0087 – Investment in a Victoria Boutique Hotel by Giovanna Debattista

Request for Quotations/Tender No GD 001

For the:	Design, supply, install, test and commission of: • an IP CCTV system • a Network and Data System • an IP Telephone System • a Building Management System • a fire alarm system • an audio visual system • safes	
Date of Publication	21 st August 2020	
Deadline for receipt of quotations/Tender	31 st August 2020	12:00 hrs

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 **gdbhproject@gmail.com**.

Bids submitted otherwise will be deemed ineligible and not be considered.



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 Request for Quotation/Tender

1. Ms Giovanna Debattista, henceforth the Contracting Authority, invites the submission of bids under the present request for quotation/tender, the subject of which is the **Design, supply, install, test and commission of:**
 - an IP CCTV system
 - a Network and Data System
 - an IP Telephone System
 - a Building Management System
 - a fire alarm system
 - an audio visual system
 - safes
2. The successful bidder(s) shall supply, install test and commission such supplies at the 18, St. Domenic Street, Victoria, Gozo. Quoted prices shall be deemed to be inclusive of all costs including the **supply, install, testing and commissioning** of the said systems/items.
3. The said supplies shall be commissioned by the following date: **31 May 2021**. The ability to deliver earlier than this deadline will be considered positively.
4. The successful bidder(s)/contractor(s) shall be held liable for any losses incurred by the Contracting Authority 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 the Ms Debattista suffers financial liability.
5. This is a unit-price for supplies contracts. Interested parties shall quote for each item within a lot with the quote indicating price excluding VAT, the value of the VAT and the price inclusive of VAT **using the tender bidding form provided. 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. **Any communication shall be in English.**
7. This request for quotations/Tender is being issued under an open procedure.
8. This request for quotations/Tender is **divided into lots**. Interested parties may, if they wish, quote for one lot only, indicating '0' or 'Nil' in each filed of the other lot. Quotations will not be accepted for incomplete quantities.
9. All bids must meet the minimum technical specifications provided. Variant solutions shall not be accepted.
10. The procurement in question forms part of a project part-financed by the SME Diversification and Innovation 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 four calendar days from the 'Deadline for receipt of quotations' indicated on the first page of this document. Replies will be published on the <http://www.weddingsbygovi.com/> website as soon as possible, and not later than within three calendar days from the 'Deadline for receipt of quotations'. No clarification will be published later than three calendar days from the deadline for the receipt of quotations.
12. Interested Parties should be aware that upon implementation, 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 the Contracting Authority.

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. However, the last payment shall be effected **ONLY** after successful commissioning of the system.
- 14 The warranty shall be for a period of two years.
- 15 Any quotation submitted under this request for quotations/tender shall remain valid for twelve (12) months from the deadline for the receipt of bids.
- 16 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.
- 17 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.
- 18 The Contracting Authority 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) Insofar as applicable, Bidders shall ensure that system has the lowest environmental footprint possible. This shall include, but not be limited to energy consumption of the resources used by the system.
- 19 Without prejudice to the above, the Contracting Authority reserves the right to opt in favour of **an offer that is dearer than the cheapest technically compliant offer**.
- 20 Without prejudice to any other clause in this request for quotations/tender, the Contracting Authority **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).
- 21 The laws of Malta shall apply in all matters relevant to the present Tender and the subsequent Contract to be entered into by the Contracting Authority and the Successful Bidder(s).

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.

The Contracting Authority 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 by providing a comprehensive description of the items which one intends to provide, which may include brochures** and any other literature

deemed necessary. The said documentation shall be in **English, and shall be sufficiently exhaustive to enable a proper evaluation of the bidder's ability to deliver the required solution as well as how the proposal meets the requirements outlined in the Technical Specifications in point 23 below**

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

23 Technical Specifications

- Lot 1 The successful bidder shall design, supply, install, test and commission an IP CCTV system, inclusive of:
- IP CCTV system
- 26 IP Colour dome CCTV cameras for both internal and external use with corrosion rated protection and UV resistant materials,
 - one (1) 32 channel DVR plus hard-disk storage (minimum 8 TB) for safe-keeping of recordings,
 - cabling and signage and any accessories and licences as necessary.
- Lot 2 Bidders should refer to the attached plans
The successful bidder shall design, supply, install, test and commission the data network infrastructure required within the hotel for the Contracting Authority to be able to provide different digital services to its guests. It is inclusive of:
- Network and Data System
- one (1) 19" 22U wall-mounted data cabinet;
 - three (3) UTP 19" 24 port patch panels,
 - three (3) 19" 1U Cable management panels;
 - two (2) 8Way 13Amp UK Socket Power Distribution Units;
 - two (2) 24port POE Network Switch Gigabit;
 - one (1) 24port non-POE Network Switch Gigabit;
 - four (4) Internal WIFI access point - Long Range;
 - one WiFi Controller;
 - one (1) Network Router;
 - one (1) 1kVA Online UPS; and,
- data points as necessary to support TV, UPS and telephone systems across the hotel.
- Lot 3 Bidders should refer to the attached plans
The successful bidder shall design, supply, install, test and commission an IP telephone system within the hotel to provide telephone connectivity to guests and staff alike. It shall be inclusive of:
- IP Telephone System
- one (1) PABX including relevant FXO and FSX modules;
 - one (1) IP reception telephone; and,
 - seven (7) IP phones for the guest rooms.
- Lot 4 The successful bidder shall design, supply, install, test and commission a Building Monitoring System within the boutique hotel being equipped by the Contracting Authority. It shall be inclusive of the sum total of integrated functionalities which constitute the system, including:
- Building Management System
- seven (7) room control units,
 - seven (7) external and seven (7) internal card readers,
 - seven (7) in-room thermostats latching relays,
 - seven (7) flood sensors in the bathrooms,
 - fourteen (14) room/window surface magnetic contacts;

- seven (7) 12V alarm bells.

It shall also be inclusive of the system core-infrastructure including:

- one (1) network BUS convertor,
- card programmer plus cards, and master card,
- hotel building management software and server.

Lot 5 The successful bidder shall design, supply, install, test and commission a complete fire alarm and detection system across the whole premises, inclusive of:

A Fire Alarm System	Analogue addressable Fire Alarm Panel	1
	Smoke detector	33
	Smoke detector complete with beacon and sounder base	8
	Rate of rise heat detector	5
	Remote LED indicator	17
	External beacon + sounder	2
	Manual call point	5
	Magnetic Door Holder	6
	Alarm Interface Unit	3
	Auto dialler	1

Lot 6 The successful bidder shall design, supply, install, test and commission a complete audio-visual system, inclusive of:

- Audio Visual System
- Televisions
 - seven (7) 43" TVs (plus bracket) for each of the hotel's seven rooms,
 - Two (2) 48" TV (plus bracket) for the common areas.
 - Audio system will be inclusive of:
 - 100V line PA Amplifier,
 - Music player with integrated amplifier,
 - three (3) weather proof speakers and (2) soundbars for the internal common areas, namely the reception and the breakfast area.

Lot 7 The successful bidder shall supply and deliver:
seven hotel room safes with digital locks + pass key (Dimensions c. 200mm X 470mm X 200mm; and,
Safes one, free standing electrical safe for reception (Dimensions c. 250mm X 350mm X 250mm).

Dimensions are approximate and the Contracting Authority shall accept variances of $\pm 5\text{mm}$

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.S3.Call 1.0087, the name of the

Contracting Authority – Ms. Giovanna Debattista, her VAT Number: MT MT18946512, and the title of the RFQ/Tender: **Design, supply, install, test and commission of:**

- **an IP CCTV system**
- **a Network and Data System**
- **an IP Telephone System**
- **a Building Management System**
- **a fire alarm system**
- **an audio visual system**
- **safes**

Annex 1

Quote provided to Ms Giovanna Debattista, VAT Number: MT18946512, in response to the Request for Quotations/Tender No GD 001 bearing title **Design, supply, install, test and commission of:**

- an IP CCTV system
- a Network and Data System
- an IP Telephone System
- a Building Management System
- a fire alarm system
- an audio visual system
- safes

in connection with **ERDF.PA 3.ERDF.03.S3.Call 1.0087 – Investment in a Victoria Boutique Hotel by Giovanna Debattista**

1	Name of the Economic Operator submitting the bid:							
2	Registration No (ID/Company Number)							
3	VAT Number of the Economic Operator							
4	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 which shall be deemed to be an integral part of the RFQ/tender submission.] The bidder may also opt to include the narrative in a separate document, and only cross reference it in the field below. If a bidder opts not to tender to any lot, one should indicate N/A. <table border="1"><tr><td>IP CCTV system</td><td></td></tr><tr><td>Network and Data System</td><td></td></tr><tr><td>IP Telephone System</td><td></td></tr></table>		IP CCTV system		Network and Data System		IP Telephone System	
IP CCTV system								
Network and Data System								
IP Telephone System								

	Building Management System	
	Fire Alarm System	
	Audio Visual System	
	Safes	
5	Quote Validity (Minimum 12 months)	
6	Warranty (minimum 2 years)	
7	Declarations concerning exclusion grounds	<i>I hereby declare that I/the company I am entitled to represent</i> <i>Do not fall under any of the grounds listed under Part VI of LN352/2016.</i> <i>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 Ms Giovanna Debattista 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.</i> <i>Confirm that I shall abide with the terms and conditions of the RFQ/Tender in respect of which I am submitting a quote</i> ☐ I confirm
8	<i>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. The Contracting Authority shall correct any</i>	

	<i>arithmetical error (for example in the consideration of VAT) and its correction shall be final. In such an eventuality, the Contracting Authority shall update the table below accordingly.</i> <i>The VAT element, is to be quoted separately.</i>			
<i>Lot No</i>	<i>Item Title</i>	<i>Price Excl. VAT</i>	<i>VAT</i>	<i>Price Incl. VAT</i>
1.	IP CCTV System			
2.	Network And Data System			
3.	Ip Telephone System			
4.	Building Management System			
5.	Fire Alarm System			
6.	Audio Visual System			
7.	Safes			

Signature of Economic Operator or Authorised Representative

Name in Blocks/Stamp of Person Signing Request for Quotations