

## **PARTICIPATION APPLICATION REQUEST**

28.6.2017 LKä

### **MPA-2016, PV2 - CLASS MARITIME RESCUE VESSEL**

#### **Requirements for candidate, forms**

Thank you for your interest in our tendering process! The following contains background information, instructions on conduct, and participation application forms to be filled.

#### **1. Target of acquisition**

The target of acquisition is PV2 – class maritime rescue vessels that are in accordance with Finnish Lifeboat Institution's vessel classifications updated in 2017. The acquisition contains the so called first vessel of the series, and so called optional vessels ordered with separate option orders. The acquisition is described more closely in a separate project description, and the vessels' technical specifications can be found in the performance specification.

The acquisition is a turnkey solution (plus separately mentioned devices and equipment acquired by the customer), and partial offers are not accepted.

The contract period is five (5) years, and it starts when the acquisition contract is signed.

#### **2. The stages and progression of the procedure**

The acquisition procedure is a competitive negotiation procedure, and the acquirement exceeds EU threshold values.

The stages of the acquisition process are mainly the following (current stage underlined):

- Acquisition announcement through the HILMA announcement channel
- Participation applications for acquirement unit
- Checking and possible comparison of participation applications
- Choosing providers
- Delivering preliminary invitation to tender to providers
- Giving in preliminary tenders
- Delivering negotiation invitations to chosen providers and notifications to non-chosen candidates and providers
- Negotiation stage
- Delivering final invitations to tender to providers
- Giving in final tenders
- Checking and comparing tenders, acquisition decision and announcing the decision
- Signing the acquisition contract
- Manufacturing the first vessel of the series
- Test drive program of the first vessel of the series
- Receiving the first vessel of the series
- Ordering, manufacturing and receiving optional vessels of the series during the contract period

The above is a description of the acquisition process and an outline of the progression of the project. The negotiation stage may be dealt into several parts and stages during the process. The acquisition process and progression of the project are described more closely in the project description.

### 3. Choice of providers for competitive negotiation procedure

In a competitive negotiation procedure, an acquisition unit chooses providers from the candidates who delivered participation applications, and sends them preliminary invitations to tender. Six (6) providers who fulfil the requirements posed for candidates are chosen. If there are more than five suitable candidates, the acquisition unit will compare participation applications and choose providers based on the grounds in section 4.3 of the project description.

Based on preliminary tenders, the acquisition unit will choose three – four (3-4) providers with whom the acquisition procedure will be continued to negotiations.

### 4. Instructions for participation application

If you wish to become a candidate in the tendering process, the subcontractors central to your company must meet the minimum requirements set for candidates, and you must fill in the forms mentioned in these instructions, and to attach the required documents to your participation application.

Questions related to the participation application stage are to be sent by e-mail to [tarjouskilpailut@meripelastus.fi](mailto:tarjouskilpailut@meripelastus.fi) by **20.8.2017**. To ensure the equal treatment of candidates, phone calls cannot be accepted. The content of questions and answers will be sent by **22.8.2017 equally to everyone who has provided an e-mail address to the e-mail address above.**

The participation form with attachment must be delivered by email by **28.8.2017, 12:00 pm** to:

[tarjouskilpailut@meripelastus.fi](mailto:tarjouskilpailut@meripelastus.fi)

All material must be stored in pdf format. The signed participation form must be submitted with scanned signatures.

Participation applications that arrive after the deadline, which are not filled according to the instructions or that are otherwise insufficient, will not be taken into account.

Candidates must fill in all parts of the participation form.

For the acquisition, the acquisition unit observes the Finnish Act on Public Contracts 29.12.2016/1397. For the acquisition, the acquisition unit applies the Finnish Act on the Contractor's Obligations and Liability when Work is Contracted Out 22.12.2006/1233 although the acquisition does not fulfil the application field of the Act.

The application form poses suitability requirements on candidates that must be fulfilled. These requirements must be answered unequivocally "Yes" unless there are legislative exceptions or exceptions to the demands. In other cases, the candidate will be excluded from the acquisition process.

Several individual sections call for delivering documents or reports. In these cases, candidates are asked to number the attachments so that the right documents can be found in their participation applications. Also other documents that are attached must be numbered similarly.

All documents related to suitability and rating that candidates have provided will be verified before starting negotiations. The documents of the supplier who wins the contract will be re-verified before publishing the acquisition decision, and annually during the period contract. The acquisition unit also reserves the right to verify the documents of all candidates during the process.

The documents required by the Act on contractors' obligations are checked by the acquisition unit at [www.tilaajavastuu.fi](http://www.tilaajavastuu.fi), if the candidate has joined as a "reliable partner" member at Tilaajavastuu.fi. In these cases, the documents do not have to be separately delivered, if the information required by the law is up to date in the service.

Foreign candidates must deliver the required information with an extract from a register that is in accordance with the legislation of their country, or using another similar certificate or other generally accepted manner, such as providing a report that has been confirmed by a declaration on oath or otherwise assured that is in accordance with the legislation of the candidate's country.

A candidate who is not in accordance with the Act on Public Contracts, or who provides false information when delivering required information, can be excluded from the tendering process. If malpractice is found out after publishing the acquisition decision, the acquisition contract may be discontinued.

Candidates can fill the form electronically or by hand, but the order or content of the form must not be altered.

The participation application and attachments must be in Finnish, or in English if the candidate is foreign.

If the participation application is made as a group as defined in Section 92 § of the Act on Public Contracts, the minimum requirements on candidates must be fulfilled for the whole group. Each member of the group must deliver the reports required of candidates and sign the participation form.

Everything in these instructions and other documents on the acquisition that concerns the providers also concerns the group. Making a contract with a group requires joint and several liability of the group members in regards to the requirements and responsibilities of the contract.

The ESPD form must be completed and returned in connection with the application for participation. The form is filled in with the ESPS service: <https://ec.europa.eu/tools/espd>. There are also instructions on how to fill out the form.