



**Procurement at FAIR/GSI Information package for ILO
Procurement Department**

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Content Overview

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 - Evaluation of Companies
 - Evaluation of Offers
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4. Contact to Procurement & Published Tenders Overview

1. In Scope/Out of Scope for GSI/FAIR Procurement Office

In Scope:

FAIR and GSI related

Accelerator and Experiment

- **components**
- **services**

with PSP Code

above 30.000 €

~~Out of Scope:~~

~~FAIR related~~

~~**Building Construction work**~~

- ~~- **construction work**~~
- ~~- **construction services**~~

~~with PSP Code~~

~~at any value~~

2. Public Tenders General Principles



General Principles of the public procurement law

- Transparency within the whole process
- Nondiscrimination & Equal treatment of all bidders
- Encouragement of medium-sized companies
(obligation for building lots)
- Verification of Suitability
(e.g. prequalification process which refers to the award procedure)
- Economic Efficiency
(award has to be placed to most economic bidder in line with published criteria)

2. Public Tenders - Tender Value & Value Limits

- **government sponsored legal business entities** are obliged to follow the
 - Public National & European procurement laws §§§
- **General rule:** National & European - All demands have to be tendered
- **Value of a Tender:**
Total estimated costs for the tendered subject including all relevant costs as purchase value, such as e.g.
 - options for later calls,
 - maintenance,...
- **Value Limits for GSI/FAIR:**
 - national tender > 30.000 Euro
 - European tender > 214.000 Euro (for deliveries and services)*
 - > 5,35 Mio. Euro (for civil construction
 - *out of scope, information only*)*



*Value Limits get revised every 2 years by responsible European Authorities

2. Public Tenders – Kind of Tenders

	„All in in one shot“	„Developing Process“
Negotiation or just paper	Without Negotiation	With Negotiation
1 or 2 step process	Without dedicated Pre-Qualification Phase	MOSTLY With dedicated Pre-Qualification Phase
Standard Open to all bidders	Invitation of Bidders & Open to other Bidders	
Exception Limitation of bidders	Limited to invited bidders only in <u>proven monopolistic/oligopolistic markets</u>	

Decision, which procedure to choose depends

- e.g. on
- product,
 - maturity of design,
 - market situation



You cannot paint everything with the same brush!!!

2. Evaluation of company – Prequalification Phase

Pre-Qualification process/phase

Intention:

Evaluation of the company/potential bidder

Process:

GSI/FAIR provides mandatory forms that must to be filled in from interested bidder

(!!German version legally binding!!)



Requested Information in this Phase

- Most important 3 references that relate to the component in the call for tender
- Company profile with key information:
e.g. number of employees and turnover for last 3 years
- Self-declaration of Suitability under Sections 123, 124 ARC (paying tax, law abiding)
- Business and Professional Liability Declaration

2. Evaluation of offer – Quotation Phase

Quotation phase → Evaluation of the offer

Intention:

Receipt and evaluation of the offers

Process:

GSI/FAIR provides mandatory forms that must to be filled in from interested bidder, technical offer can be submitted informally

(!!German version legally binding!!)



Important:

- Offer evaluation based on price **and** technical criteria
 - Weight of price can vary but legally **minimal 30% are obligatory**
 - Therefore technical criteria cannot exceed more than 70%
- GSI/FAIR focus on majority of tenders on technical solution since the scope of delivery mostly includes design & development, manufacturing of FoS **and** series production all in one call for tender!

2. Public Tenders – complementary Remarks

All tenders need to respect the requirements of public procurement law and its Public Tenders General Principles

■ Timing:

EU Tenders binding minimal deadlines are defined:

- Prequalification: 30 days

- RFQ Submitting: 30 days

(after Evaluation of Prequalification documents)

National Tenders: No binding Deadlines, but needs to be appropriate

■ Language:

EU tender: 2 languages (German & English)

!!!German version is legally binding!!!

National Tender: mostly in German

!!!German version is legally binding!!!

■ Tender Management System at GSI/FAIR:

DTVP is mandatory for all bidders

→ Registration needed (free of charge) to use communication tool and upload offer

→ NO registration needed for reviewing the publication and tendering documents

!!!All communication and quotations need to be submitted via DTVP electronically!!!

■ Consistent equal communication:

No upfront information to potential bidders (especially budget/price) to secure **fair competition!**

All statements in publication & further communication equally binding for **ALL** bidders!

3. Bring your FAIR Member States suppliers on our Master Bidlist

Master Bidlist as enabler to request Offers

Intention:

Easy access for Buyers to potential bidders

Process:

ILOs provide potential bidders for relevant commodities to GSI/FAIR. The list of upcoming tenders will be provided by PMO FAIR.

GSI/FAIR will actively invite potential suppliers nominated by ILOs on Tenders for those commodities.

ILOs input needed:

- 1. Company name and address
- 2. contact person (Email, Tel., Fax)
- 3. Offering components that are relevant for accelerators



4. Contact to procurement & published Tenders Overview

■ Contact to Procurement:

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■ Where to find published Tenders:

Link to GSI/FAIR website with running tenders https://www.gsi.de/start/wirtschaft_industrie.htm

■ DTVP

<https://www.dtv.de/Center/company/announcements/categoryOverview.do?method=search&searchString=GSI#eyJjcHZDb2Rlcyl6W10slmNvbnRyYWN0aW5nUnVsZXMiOlsiVk9MliwiVk9ClwiVINWR1YiLCJTRUtUVk8iLCJPVEhFUjJdLCJwdWJsaWNhdGlvbIR5cGVzIjpbIkkV4QW50ZSIslIRlRlbnRlcilslkV4UG9zdCJdLCJkaXN0YW5jZSI6MCwicG9zdGFsQ29kZSI6IiIsIm9yZGVyIjoiMCIslnBhZ2UiOilxliwic2VhcmNoVGV4dCI6IkdTSSIsInNvcnRGaWVsZCI6InJhbmsifQ>

→ use english version (up right button) and filter for GSI or FAIR

■ TED (ONLY EU call for tenders): <https://ted.europa.eu/TED/search/searchResult.do>

■ English Instructions on DTVP

<https://support.cosinex.de/unternehmen/display/company/E-Vergabe+-+English+Instructions>