



FONDAZZJONI GĦALL-
PATRIMONJU KULTURALI
TAL-ARĊIDJOĊESI TA' MALTA

REFERENCE NUMBER:

PA.5.0103/35

CALL FOR QUOTATION (CFQ) SUPPLY AND INSTALLATION OF ELECTRICAL AND LIGHTING MATERIAL FOR THE ROOF AND FAÇADE OF GUDJA PARISH CHURCH

This project is being financed through the European Structural and Investment Funds 2014-2020.

Date Published:

9 November 2023

Deadline for Submission:

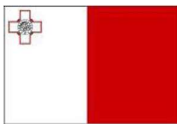
15 November 2023

at 09:30am
CET/CEST

Tender Opening:

15 November 2023

At 10:00am
CET/CEST



Operational Programme I – European Structural and Investment Funds 2014-2020
"Fostering a competitive and sustainable economy to meet our challenges"
Project part-financed by the European Regional Development Fund
Co-financing rate: 80% European Union; 20% National Funds



IMPORTANT

Clarifications shall be uploaded and will be available to view/download from
www.church.mt/tenders

Fondazzjoni għall-Patrimonju Kulturali tal-Arcidjocesi ta' Malta

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## SECTION A: INSTRUCTIONS

- 1) Prospective bidders must submit their offer by depositing it in the tender box, located at Fondazzjoni għall-Patrimonju Kulturali ta' l-Arcidiocesi ta' Malta, Archbishop's Curia, St Calcedonius Square, Floriana FRN 1535, MALTA. Bidders must submit one original bid as well as a soft copy on a USB (soft copies of the offers submitted on CD are strictly not acceptable). Furthermore, in the soft copy of the bid offer, bidders must submit the financial offer duly filled in, in excel format apart from a scanned copy of the filled in financial offer. It is important that the full bid package is provided in soft copy given that due to Covid 19 pandemic, utilisation of the soft copy will be highly required throughout the evaluation process. CfQ reference number and title must be clearly indicated on the sealed bid. Prospective tenderers take full responsible to submit their offer by the set tender submission deadline. All submissions will be dealt with in strictest confidence.
- 2) The General Rules Governing Tenders for NGOs Version 1.0 found annexed to this CfQ shall apply to this Call for Quotations.
- 3) The General Conditions for Supply Contracts Version 4.3 found annexed to this CfQ shall apply in principle.
- 4) The Estimated Procurement Value for this Call for Quotations has been based on comprehensive research including appropriate financial analysis. In the context of this procurement, the Estimated Procurement Value, based on market research, is that of **€15,000 excluding VAT**.

The purpose of this value shall be the guidance of prospective bidders when submitting their offer and is not to be considered as a binding capping price. Therefore, the published Estimated Procurement Value is not restrictive and final on the Contracting Authority.

Economic Operators are free to submit financial offers above or below the Estimated Procurement Value. However, the Contracting Authority reserves the right to accept or reject Financial Offers exceeding the Estimated Procurement Value.

- 5) Submitted quotes will be considered valid for a minimum of 90 days.
- 6) **Award Criteria:** This Call for Quotations is a **GLOBAL PRICE** contract and will be awarded to the cheapest offer which is fully compliant with the Administrative, Technical and Financial requirements. Offers must cover all the items and quantities required in this Call for Quotations. Under no circumstances will offers for part of the items / quantities required be taken into consideration.
- 7) **Appeals:** the Appeals Period that will be provided on this CfQ will be of at least 3 Calendar Days.

## SECTION B – GENERAL INFORMATION

### 1) Purpose

The purpose of this Call for Quotation (CfQ) is for the supply and installation of electrical and lighting material for the roof and façade and supply of electrical and lighting material of the Gudja Parish Church.

### 2) Beneficiary

The beneficiary, being Fondazzjoni għall-Patrimonju Kulturali ta' l-Arcidiocesi ta' Malta (CA), is the point of contact for this CfQ. Please refer any inquiries to:

Fondazzjoni għall-Patrimonju Kulturali ta' l-Arcidiocesi ta' Malta  
The Archbishop's Curia, Saint Calcedonies Square  
Floriana FRN 1535  
Tel: 2590 6400  
Email Address: [fond.pkam@gmail.com](mailto:fond.pkam@gmail.com)

### 3) CfQ Updates / Clarifications

- a. Any CfQ addenda/updates will be made available on the Contracting Authority's website: [www.church.mt/tenders](http://www.church.mt/tenders)
- b. Clarifications on the CfQ can be sought up to TWO DAYS before the closing date of this CfQ. Any queries and requests for clarifications are to be sought by emailing [fond.pkam@gmail.com](mailto:fond.pkam@gmail.com) only. All clarifications will be posted by the Contracting Authority on [www.church.mt/tenders](http://www.church.mt/tenders) and will be made available to all interested bidders.

### 4) Scope, Terms and Conditions and Requirements

#### a. Scope

The purpose of this Call for Quotations (CfQ) is for the supply and installation of interior floodlights for artwork display, electrical distribution works and lighting materials for the roof and façade and supply of electrical and lighting material of the Gudja Parish Church. Detailed requirements are set in Section C, below.

#### b. Terms and Conditions

- **Performance Guarantee:** Contract values that do not exceed €10,000 excluding VAT, do not require a performance guarantee.
- **CE Marking:** All Products requested in this CfQ must carry the CE Mark as per Maltese and European Legislation. The CE-mark must be in a specific format as shown in Figure 1. No other marks will be considered acceptable.



- **Manuals and documents:** Given information, specifications and manuals must be in English or Maltese. Tenderers submitting information, specifications and manuals in other languages only will be automatically disqualified.
- **Payment schedule:** Payments will be made according to the following payment schedule:

| Description                                                                                                                                   | Percentage |
|-----------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Payment upon delivery, installation and commissioning of the requested items, confirmed through written approval by the Contracting Authority | 100%       |

Payments will be made in Euro. The Contracting Authority reserves the right to:

- impose Penalties amounting to € 20.00 per calendar day (beyond the agreed delivery period) if items are not delivered within the time stipulated in the quote submitted by the awarded tenderer (eg. Tenderer who delivers items after 5 calendar days after the agreed delivery period will be fined a total of € 100.00).
  - if the Contractor fails under his own responsibility to deliver any or all of the goods or perform the services within the time limit(s) specified in the contract, the Contracting Authority shall, without formal notice and without prejudice to its other remedies under the contract, be entitled, for every day which shall elapse between the expiry of the contractual period and the actual date of completion, to liquidated damages equal to 5/1000 of the value of the undelivered supplies to a maximum of 15% of the total value of the contract.
  - purchase a quantity of items on behalf of the awarded tenderer if the awarded tenderer fails to deliver the items within the time agreed with the contracting authority.
- **Language:** the language used for the execution of this contract shall be English.
  - **Implementation period:** The period of execution of this contract is of 3 weeks from the Commencement indicated in the Order to start works.
- The Delivery, installation and commissioning of all supplies need to be made within the period of execution of the contract.
- **Price:** The final price submitted in the financial bid shall include the transportation, delivery and unloading in this location as well as the installation and commissioning of all items in the Gudja Parish Church.
  - **Packaging:** The supplies shall be packaged so as to prevent their damage or deterioration in transit to their destination.

## 5. Requirements

### 5.1 Overview of supplies needed

The Fondazzjoni għall-Patrimonju Kulturali ta' l-Arcidiocesi ta' Malta (the Contracting Authority) is seeking entities (the Economic Operator) to submit offers for the supply, installation and commissioning of the following electronic equipment:

- Interior floodlights for artwork display
- Electrical distribution works and lighting materials for the roof and façade
- Supply of Electrical and Lighting Material

## **5.2 Technical requirements**

The detailed specifications are as follows:

### **5.2.1 Supply and Installation of Electrical and Lighting material for the roof of the Gudja Parish Church:**

- Supply and Installation of main cable 55m of length from ground level to roof 10mm 3core xlpe armoured cable clipped direct to side of church;
- Supply and Installation of distribution at ground level including 4pole MCB63AMP, 4pole RCD63AMP 30mAMP Delayed, 4 Pole contactor and mechanical timer;
- Supply and Installation of distribution at roof level including 4 pole MCB 40 AMP and five Rcbos 16 AMP each;
- Supply and Installation of supply cable 35m of length 5core 1.5mm xlpe armoured cable to be layed on existent cable tray where applicable from distribution at roof level to facade tower junction box;
- Supply and Installation of two cables 38m of length 3 core 1.5mm xlpe armoured cable to go round each bell tower on the facade;
- Supply and Installation of cable 33m of length 3core 1.5mm xlpe armoured cable from distribution to William baker bell tower;
- Supply and installation of 48 metres length armoured cable 5 core 1.5mm sq. xlpe from distribution box to dome junction box.
- Supply and Installation of Cable 80m of length, 3 core 1.5mm xlpe armoured cable from dome junction box to go round dome on two levels;
- Installation includes also fixing of 32 light fittings supplied by the client including 32 IP65 junction boxes near each fitting, and 26 led floodlights also supplied by the client.

### **5.2.2 Supply and Installation of Electrical and Lighting material for the facade of Gudja Parish Church**

- Removal of old materials i.e. pipes, wires and holders;
- Preparation and installation of 13 lengths of aluminium profiles of 6 metres in length;
- Supply and installation of 250 x LED bulbs (warm white 1 Watt);
- Supply and installation of 250 x waterproof holders clip on type;
- Supply and installation of 80 metres flat sheathed wire 2 core 2.5 mm square.

### 5.2.3 Supply of Electrical and Lighting material for the Gudja Parish Church

- 32x Wall washer 1 meter 230V 36 watts 6500K
- 4x Led floodlight 30w 6500k
- 2x Led flood light 50w 6500k
- 20x Led Floodlight 10w 6500k

### 5.2.4 Service Delivery, Installation and Commissioning

The required items must be delivered, installed and commissioned at the Gudja Parish Church.

Items must be initially delivered at the Gudja Parish office (Ufficcju Parrokkjali 3, Domus Curialis, Triq il- Kappillan, Gudja GDJ 1081) and will be inspected upon delivery.

## SECTION C – DETAILS OF INFORMATION REQUESTED

### 1) Submission requirements

The Contracting Authority is asking interested Economic Operators to submit a response containing, the following information:

#### a) General Economic Operator Information

- i. Details of bidder responding to this CfQ (name of company, contact person, contact email and numbers).<sup>(Note 2B)</sup>
- ii. Declaration concerning exclusion grounds <sup>(Note 2A)</sup>
- iii. Declare agreement, conformity and compliance with the General Rules Governing Tenders for NGOs <sup>(Note 2A)</sup>
- iv. Power of Attorney (if not applicable please submit the form anyway and indicate that it is not applicable)<sup>(Note 2A)</sup>

#### b) Technical Offer

- v. Technical Offer Form (and the technical offer declaration included within) in response to the specifications in line with the template provided. <sup>(Note 2B)</sup>
- vi. Literature as per Form marked 'Literature List' to be submitted with the Technical offer at tendering stage. All literature provided as part of the bidders' offers must include the Manufacturer's Details of the proposed items. No changes to the information provided in the Literature submitted will be allowed. Literature submitted shall be rectifiable only in respect of any missing documents. <sup>(Note 2B)</sup>

#### c) Financial Offer

- vii. Financial Bid Form. This is to be calculated on the basis of Delivered Duty Paid (DDP)2020 (Grand Total) for the items being quoted. Quotes should be in Euro currency and must be EXCLUSIVE OF VAT, but inclusive of taxes, customs and import duties and any discounts. Where a payment transaction does not include a currency conversion, the payee shall pay the charges levied by his payment service provider, and the payer shall pay the charges levied by his payment service provider. <sup>(Note 3)</sup>

#### **Notes to Section C.1:**

*1. Bidders will be requested to clarify/rectify, within five (5) working days from notification, the tender guarantee only in the following four circumstances: incorrect validity date, and/or incorrect value, and/or incorrect addressee and incorrect name of the bidder. Rectification in respect of the Tender Guarantee (Bid Bond) is free of charge.*

*2. A) Bidders will be requested to either clarify/rectify any incorrect and/or incomplete documentation, and/or submit any missing documents within five (5) working days from notification.*

*B) Bidders will be requested to rectify/submit only missing documents within five (5) working days from notification. All Rectifications are free of charge.*

*3. No rectification shall be allowed. Only clarifications on the submitted information may be requested.*

*Request for Clarification and / or rectifications concerning a previous request dealing with the same shortcoming shall not be entertained.*



## SECTION D – ADDITIONAL INFORMATION

As part of this Call for Quotations, kindly also find the below supplementary documentation:

- i. General Conditions for Supplies Contracts
- ii. General Rules governing tenders for NGOs
- iii. Glossary for NGOs