

Phone +389 2 2532 330
E-mail : tveljanovski@helpe.gr

INQUIRY N° 1565/22
Date : **25/10/2020**
Buyer: T. Veljanovski
Due Date: **21/11/2022**

To:
E-mail:
Pages: 5+

<input checked="" type="checkbox"/>	FIRM QUOTATION
<input type="checkbox"/>	FOR BUDGET PURPOSES

Respected,

Please submit your best quotation for preparation for technical documentation for basic projects and revision of the same for stable FF system on the location in OKTA according to the project scope and technical documentation which will be submitted after received confirmation for participation by your side.

All interested companies who want to participate in the tender need to confirm the participation of the below e-mail addresses:

tveljanovski@helpe.gr and adimitrievski@helpe.gr

No later than 03.11.2022.

During the evaluation of the quotations in consideration will be taken only the bids of the companies which have confirmed their participation on the tender.

The project scope and all the documentation will be submitted after you confirm your participation on the above mentioned mails.

Visiting the facilities in OKTA

During the period of preparation of the offer, it is recommended that the Bidders to make side visit of the facilities of OKTA, in order to visually familiarize themselves with the locations for which the design is being carried out, subject to this Request for Offer.

On behalf of OKTA AD-Skopje, the contact person for arranging a visit appointment and for any technical questions is:

- Viktor Ananiev (mobile phone + 389 75 343 471)

1. PREPARATION AND CONTENT OF THE OFFER, DELIVERY OF THE OFFER

Interested bidders must submit the offer in an outer sealed envelope marked:

"DO NOT OPEN!" OFFER REQUEST no. 1565/22"

(Indicated in the upper left corner of the envelope)

The offer can be delivered in person to the OKTA archive or by post to the following address:

OKTA AD-Skopje

str. 1, no. 25, n.m. Miladinovci - Municipality of Ilinden PO. Box 66, 1000 Skopje

The deadline for submission of the offer in the archive of OKTA is 21.11.2022 at the latest.

Bids sent by post will be valid if the date of receipt by post is not after the date specified as the deadline for submitting bids.

Two closed envelopes should be placed in the outer envelope, namely:

- The first envelope, which will contain the Technical Documentation, should be marked with the label **"TECHNICAL OFFER"** and the name of the bidder;
- The second envelope, which will contain the Financial Offer, should be marked with the label **"FINANCIAL OFFER"** and the name of the bidder.

1.1 In the envelope that will contain the **TECHNICAL OFFER**, it is necessary to submit:

- A type license for designing this type of technical documentation (a copy must be submitted);
- A copy of authorizations for at least 4 employed designers with A authorization for designing mechanical, architectural, electricity and installations for PPZ. (You need at least one A license for all of the specified areas).

(If bidder will engage a subcontractor for any of the mentioned areas, he is required to submit a business cooperation agreement for the specific project as well as an appropriate license A for designing).

Bidders who will submit a bid independently, and appear as subcontractors in another bidder's bid, will be disqualified.

- Name of the company Auditor and its license A for auditing (to submit a copy of the license and a signed contract for business and technical cooperation for the specific project).
- Foreign companies need to hire a local company, which will satisfy the requirements under numbers 1 and 3, which will ensure the preparation and revision of the project documentation in the Macedonian language and compliance with the local standards and regulations, that is,

the form of the project, required for submission to the public institutions from which approval is required.

- Bidder should submit a reference list for at least 3 similar projects – loading / unloading for oil derivatives and associated pump stations. (To submit a signed statement on the preparation of the same and a contact phone number from the Customer).
- Technical description of the fire fighting process solution for each of the objects, as well as a general process flow diagram (FF process flow diagram), for each object.

Note:

After the completion of the tender procedure and the signing of the contract with the selected bidder, OKTA will submit the prepared project documentation together with the audit and all other documents required for obtaining the necessary permits for the construction of the installations to the respective Ministries and public institutions. The company that will prepare the project documentation will have to provide active support in terms of answers to possible questions that would arise during the process of obtaining the permits.

1.2 In the envelope with FINANCIAL OFFER it is necessary to be submitted

Description of activities	Price in Eur
Fire Fighting Design that will define the necessary installations and way of functioning of the stable fire protection systems for the noted objects. It will include the load, required amounts of water and extinguishing agent, hydraulic calculations for the water and extinguishing agent, definition and specification of nozzles and other necessary equipment, definition and specification of the detection and activation system of the stable fire protection system, etc.	
Detailed Mechanical design,	
Detailed Electrical design for power supply of the newly developed installations and equipment for firefighting protection.	
Detailed Instrumental design (system for detection and activation of firefighting systems)	
Detailed Civil design that will cover all construction works for the realization of Stable systems for firefighting protection with water foam for the objects in question.	
Other studies required by the law and not mentioned above.	
Cost estimation of each area of interest with accuracy level <i>class II</i> , according to International Recommended Practices, example AACE.	
Preparation of the Revision of the Detailed designs from the previous point.	

2. TENDER PROCEDURE – AWARD

All offers will be treated as strictly confidential.

2.1 Evaluation of technical offers

In the first stage, the supporting documents (technical), submitted by the participants, are checked to verify compliance with the technical requirements. OKTA AD reserves the right to ask bidders to submit additional documents. If the corresponding supporting documents are not submitted on time, OKTA AD reserves the right to reject the corresponding offer.

During the bid evaluation process, bidders may be asked to answer questions and provide additional information about their bid. Bidders will have to respond in writing no later than within three (3)

working days from the day of receipt of the question; otherwise, OKTA AD reserves the right to reject the offers of the bidders who did not respond in time.

2.2 Evaluation of Financial Offers

All offers that do not comply with the terms of this Request for Offer may be rejected and their financial offer envelope will remain sealed.

3. VALIDITY OF OFFERS

The offer should be valid for at least three (3) months after the deadline for submitting offers.

4. FINAL PROVISIONS:

- The price of the offer must be expressed in Eur without VAT. (Offers in other currencies will not be considered).
- Our payment terms are "40 days from invoice date", unless otherwise stated in your offer. The service provider agrees and accepts not to calculate legal penalty interest if, according to the service user's payment plan (internal procedures), the payment is made after the due date of the invoice, but not more than five (5) working days after that date.
- The bidder accepts that OKTA has the right to choose the most successful bidder, which does not necessarily have to be the lowest bid, to reject the bids it considers unsatisfactory, to revoke or cancel the tender.
- Questions and/or additional explanations regarding this Request may be submitted by bidders only in writing (by e-mail). OKTA will not assume responsibility for oral instructions or suggestions.
- OKTA, at its own discretion, can also provide additional information for bidders. Additional information provided by OKTA will be sent simultaneously to all bidders within a reasonable time. The above information will become part of this Request.
- The Bidder accepts that this Request for Bids does not bind OKTA in any way. OKTA shall in no event be responsible or liable to indemnify Bidders for any expense or damage incurred by them in preparing and submitting their bid.

The offers, that are not submitted in accordance with the above mentioned conditions it will not be subject of review.

Best regards,
Toni Veljanovski

Very truly yours
Procurement Manager
Aleksandar Dimitrievski

