

# Rules of tender

## Supply of inductive connectors

N° 241000229

**Tenders submission dead line : NOVEMBER 25, 2024 4:00 p.m**

### **IFREMER**

Zone Industrielle de la Pointe du Diable  
1625 route de Sainte Anne  
29280 Plouzané

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TRANSLATION

## 1. Presentation of Ifremer

As a public industrial and commercial establishment, Ifremer is under the joint supervision of the Ministry of Ecological and Solidarity Transition and Energy and the Ministry of Higher Education, Research and Innovation.

The missions of Ifremer are:

- to know, evaluate and develop ocean resources and enable their sustainable exploitation
- improve methods for monitoring, forecasting the evolution of protection and enhancement of the marine and coastal environment
- promote the economic development of the maritime world

To achieve these objectives, Ifremer concentrates its action in the following areas:

- the research
- public interest expertise (monitoring of the coastal environment and quality control of seafood products)
- the provision of resources (oceanographic fleet and technological development)
- transfer to companies and the valuation of their activities

His fields of activity are :

- monitoring, use and development of coastal seas
- monitoring and optimization of aquaculture productions
- fisheries resources, sustainable exploitation and recovery
- exploration and exploitation of ocean floor
- circulation and marine ecosystems, evolution and forecast
- great equipment for oceanography

### **Main international cooperation:**

Ifremer works in a network with the French and international scientific community, and in partnership with organizations in many countries. Ifremer's cooperation is focused on major international programs, overseas, international (United States, Canada, Russia, Japan, China, Brazil, ...), and a Mediterranean policy associating Europe with the southern shore of the Mediterranean. Ifremer's international cooperation enables a better sharing of knowledge, know-how and exchanges of scientific skills.

Its international actions are based on:

- a desire of the European Union to internationalize European research,
- an international approach of the National Agency for Research,
- A growing Mediterranean dimension.

### **IFREMER in a few figures :**

- 1500 people, 2000 including subsidiaries and associated laboratories
- annual budget of around € 213 million (excluding internal operations)
- 30 geographical sites in mainland France and DOM-TOM

## 2. Purpose of the consultation

The purpose of this consultation is the supply of inductive connectors, cables and associated maintenance services.

## 3. Tender framework

### 3.1. Procedure

The chosen procedure is an open invitation to tender in application of articles L2124-2 and R2124-2 of the French Public Procurement Code.

The invitation to tender is a procedure without negotiation. Irregular, inappropriate or unacceptable bids are eliminated.

However, the contracting authority may authorize all bidders concerned to regularize irregular bids under the conditions set out in article 6.2 of this document.

### 3.2. Variants

Free variants are not authorized.

### 3.3. Validity period of tenders

The validity period is 180 days from the deadline for the receipt of offers.

### 3.4. Language of bids

Tenders must be submitted in French or English. **The act of commitment must be completed in French only.**

### 3.5. Consortia

The contract will be awarded to:

- an individual firm,
- or a business consortium.

Bidding firms may be grouped as joint and several liability consortia or as joint-liability consortia.

For business consortium bids:

- One consortium firm will be named consortium representative on the binding contract,
- For joint-liability consortia, the representative must be jointly and severally liable,
- For joint and several liability consortia, the binding contract shall be a single document stating the total contract value and all services the consortium has to jointly perform,
- Applications and bids shall be presented by all consortium firms, or by the representative with required authority to represent the consortium at this stage. One firm cannot represent more than one consortium.



- Bids shall be signed by all consortium firms, or by the representative with required authority to represent the consortium at this stage (representative power of attorney).

Possibility of submitting several tenders for the public contract(s), acting at the same time:

- As individual tenderers and members of one or more consortium: yes
- As members of several groupings: noLe marché sera attribué : yes

## **4. Conditions relating to the contract**

### **4.1. Type of contract**

The contract is a supply contract.

### **4.2. Form of the contract**

In accordance with article R2162-2 of the French Public Procurement Code, the contract is a framework agreement which will be executed by the issue of purchase orders.

### **4.3. Duration of the contract**

The contract takes effect on notification. It is concluded for a period of one year. It is renewable annually by tacit agreement. The number of renewals is limited to three. The total duration of the contract may therefore not exceed 4 years.

### **4.4. Allotment**

In accordance with article L2113-11 of the French Public Procurement Code, the contract is not allotted because of the very purpose of the service, which is a homogeneous group that cannot be split up.

### **4.5. Common procurement vocabulary (CPV)**

Classification conforming to the common vocabulary of the European markets (CPV) is:  
31700000-3 Electronic, electromechanical and electrotechnical supplies

### **4.6. General clauses**

This contract went under the general administrative clauses applicable to public contracts for standard supplies and services approved by order of March 30, 2021 (CCAG-FCS).

### **4.7. Complementary supplies**

Pursuant to Article R.2122-4 of the French Public Procurement Code, the contracting authority may order supplies without prior publicity or competitive tenders, which leads to further deliveries from the original supplier.

## 5. CONSULTATION FILE

### 5.1. Consultation file contents

The contracting authority provides candidates with the consultation file including :

- the rules of tender (RT),
- the special administrative terms and conditions (SATC) ;
- the special technical terms and conditions (STTC),
- the act of commitment (AC) ;
- the sworn statement (SS).

These documents are available at <https://www.marches-publics.gouv.fr>

The rules of tender, the special administrative terms and conditions and the act of commitment are available in English for information purposes only. Only the French versions are authentic.

The technical specifications are in English only.

### 5.2. Verification of consultation documents

Candidates do not have to complete the consultation documents. However the candidate has to verify if the documents do not contain errors, omissions or contradictions that are normally detectable by a professional. In this case, they must obligatorily annex to the act of commitment a statement showing these errors, omissions or contradictions, and they have to add, if necessary, a supplementary proposal including the cost of the additional services.

### 5.3. Modification of the consultation file

Ifremer reserves the right to make, at the least 8 calendar days before the initial tenders receipt deadline, modifications of detail of the consultation documents. The contracting authority shall inform all candidates in accordance with the principle of equality. The candidates will have to answer on the basis of the modified file without being able to raise any complaint on this subject. If, during the review of the file by the candidates, the tender receipt deadline is postponed, the above provision is applicable according to the new date.

## 6. PRESENTATION OF APPLICATIONS AND TENDERS

**The applicant must provide all of the following documents in a single file.**

### 6.1. Application documents

As part of their application, candidates must provide the following documents:

File name	Object	Content
DC1_name of the candidate	Letter of application	DC1 form to be completed and signed

		<a href="https://www.economie.gouv.fr/daj/formulaires-declaration-du-candidat">https://www.economie.gouv.fr/daj/formulaires-declaration-du-candidat</a>
DC2_ name of the candidate	Nomination form	DC2 form to be completed and signed <a href="https://www.economie.gouv.fr/daj/formulaires-declaration-du-candidat">https://www.economie.gouv.fr/daj/formulaires-declaration-du-candidat</a>
Empowerment_ name of the candidate	Document justifying the authorization of the signatory to bind the company	Signature delegation
SS_ name of the candidate	Sworn statement	Document to be signed
Presentation_ name of the candidate	General presentation of the company	Presentation of the location and general organization of services, areas of intervention, human and technical resources
References_ name of the candidate	List of the 5 main and last verifiable references for services similar to this contract carried out by the candidate over the last three years	This document must specify the purpose of the services provided, the recipient, the amount and the delivery date.

The candidate must provide a copy of the judgment(s) pronounced in the event of receivership or in the case of an equivalent foreign procedure.

### **DUME**

Pursuant to the provisions of article R2143-4 of the Public Procurement Code, the candidate may submit his application in the form of a single European Market Document (DUME) instead of the DC1 and DC2 mentioned above.

Find the service to fill the DUME at the following address:

- the "Service DUME" made available by the State via <https://dume.chorus-pro.gouv.fr> ;
- the service made available by the European Commission: <https://ec.europa.eu/tools/espd>.

However, the candidate must provide all the information and supporting documents requested above to assess that he has the economic and financial capacity and the technical and professional capacities necessary for the execution of the contract.

### **Information available online**

In accordance with the provisions of article R2143-13 of the Public Procurement Code, candidates are not required to provide supporting documents and evidence that the public purchaser can obtain directly through an electronic delivery system. Information administered by an official body or digital storage space, provided that the application file contains all the information necessary to consult this system or this space and that access to it is free of charge.



### **Conditions for evaluating a grouped applications**

To justify the professional, technical or financial capacities, a company may apply for a consortium with other companies (legal persons or sole proprietorships).

The assessment of the professional, technical and financial capacities of the members of the group is global; it is not required that each company has all the skills required for the performance of the contract.

Nevertheless, in this case, each company constituting the grouping will have to provide all the documents and information relating to the application requested in the advertisement notice and this rules of tender. It is the same in the case of subcontracting.

### **Regularisation of applications**

Pursuant to Article R2144-2 of the Public Procurement Code, Ifremer reserves the right to ask the candidates concerned to complete their application file within an appropriate and identical deadline for all.

## **6.2. Tender documents**

The act of commitment is not required to be signed on submission of the bid. Only the bidder who has been informed that his bid has been accepted will be required to sign it. However, in order to shorten processing times, the contracting authority encourages bidders to sign their bids as soon as they are submitted.

As part of their bid, candidates must provide the following documents :

<b>File name</b>	<b>Object/content</b>
AC_name of the candidate	Act of commitment completed
Technical-report_name of the candidate	<p>Technical report (free frame) presenting:</p> <ul style="list-style-type: none"> <li>▪ The performance of the proposed equipment;</li> <li>▪ The mechanical characteristics of the proposed equipment;</li> <li>▪ Warranty conditions ;</li> <li>▪ The length of time the proposed equipment will be on the market.</li> </ul> <p>In appendix :</p> <ul style="list-style-type: none"> <li>▪ Technical data sheet</li> <li>▪ User manual</li> <li>▪ an exemple of factory test report</li> <li>▪ an exemple of pressure test report</li> </ul>

Any commercial documentation and/or not directly related to a consultation prescription will not be taken into account. All the documents provided in the context of this consultation must be as concise as possible both in terms of presentation and content.

### Regularization of offers

In accordance with article R2152-2 of the Public Procurement Code, the contracting authority may authorize all the tenderers concerned to regularize the irregular tenders within an appropriate period, provided that they are not abnormally low. The regularization of irregular offers cannot however have the effect of modifying their substantial characteristics.

## 7. CONDITIONS FOR SUBMITTING OFFERS

**Paper deposits are prohibited. Candidates must submit their tender using internet platform "PLACE".**

Candidates wishing to bid must visit the website:

<https://www.marches-publics.gouv.fr/>

This platform makes it possible to:

- download the tender documents, accepting the conditions of access and use of the platform (technical requirements ...)
- ask the contracting authority questions about the consultation file before submitting bids,
- respond by electronic means to the procurement.

After the deposit of the tender on the platform, a message indicates to the candidate that the binder deposit operation has been successfully completed, and then an acknowledgment of receipt is sent to him by e-mail (on the registered user's mailbox) giving a certain date and time to the filing, the date and time of receipt being referred to.

The absence of a confirmation message of good reception or electronic acknowledgment means that the response has not reached the contracting authority. The economic operator must ensure that messages sent by the platform are not treated as unwanted e-mails or spam.

### File presentation and file format

The accepted formats are: .pdf, .doc, .xls, .ppt, .odt, .ods, .odp, as well as the image formats .jpg, .png and documents .html.

The candidate must not use active code in his answer, such as:

- Executable formats, .exe, .com, .scr, etc. ; Macros ; ActiveX, Applets, scripts, etc.

### Timestamp

Folders transmitted electronically are time stamped. Any file whose filing ends after the deadline is considered to be out of time. **It is advisable to upload the file on the platform well before the date and time limit for receipt of offers.** The duration of the download depends on the speed of the candidate's Internet access and the size of the documents to be transmitted. For example, with an effective bandwidth of 128 kbps, one minute is required to download a 1 MB file.

### Anti-virus

Applicants must ensure that transmitted files do not contain viruses. Receipt of any file containing a virus will result in the inadmissibility of the offer. If a virus is detected, the envelope will be considered as never received and candidates are informed by the information entered during their identification.

### **Authorized backup copy**

In accordance with the order of 22 March 2019 (NOR: ECOM1831545A), the candidate who sends his offer electronically can also send a backup copy on electronic physical medium (CD-ROM, DVS-ROM, key USB ....) Or on paper (electronic physical media not allowed).

This backup copy must reach IFREMER by the deadline for submitting the offers indicated in the advertisement and on the cover page of this consultation regulation.

This backup copy must be placed in a sealed envelope bearing the following legible wording: "backup copy". The backup copy must be sent to the following address, by registered mail with acknowledgment of receipt to:

IFREMER  
DAJF / Cellule Marchés  
1625 Route Sainte-Anne  
29280 PLOUZANE

The backup copy will be opened :

- 1° If the application or the tender transmitted electronically contains a malicious computer program (or "virus");
- 2° If the application or the tender transmitted electronically is received after the deadline, provided that the buyer has tangible evidence that the envelope has begun to be transmitted before the deadline for the closing of the bids and that the backup copy has arrived within the time limit.

## **8. PARTICIPATION CONDITIONS**

To be considered, candidates must meet the following conditions:

- 1° Candidates must have sufficient technical and human resources to carry out the contract.
- 2° Candidates must have a sufficient level of experience, demonstrated by appropriate references from previous contracts for services similar in nature and volume.
- 3° Candidates must have achieved sales in line with the contract over the last three years.

## **9. CRITERIA FOR JUDGING OFFERS**

Ifremer will retain the best offer based on the following weighted criteria:

N°	Criteria	Weighting on final score
1	Price	50%
2	Equipment performance	20%
3	Mechanical characteristics	20%
4	Quality of deliverables	5%
5	Delivery times	5%

Each criterion will be scored out of 20 points and then weighted. The contract will be awarded to the candidate who obtains the best final score, subject to being up to date with its tax and social security contributions.

### 9.1. Calculation of the price score

The price score is calculated out of 20 points on the basis of the total amount (excluding VAT) of the following estimated quantities:

Object	Estimated quantity
Primary shallow water connector – 1 unit	1
Secondary shallow water connector – 1 unit	1
Primary deep water connector – 3 units	1
Secondary deep water connector – 2 units	1

The maximum score of 20 is awarded to the candidate submitting the lowest total amount. Other candidates' scores are awarded according to the formula below:

$$20 \times (\text{total lowest bid} / \text{total bid analyzed})$$

### 9.2. Calculation of the performance score

The performance score is rated out of 20 points on the basis of the information provided in the technical report with regard to the following characteristics:

- Power ;
- Bitrate ;
- Tolerances.

Grades are awarded according to the following scale:

- Very satisfactory: 100% of the maximum score;
- Satisfactory: 75% of maximum score;
- Moderately satisfactory: 50% of maximum score;
- Unsatisfactory: 25% of maximum score;
- Inadequate or no information provided: 0

### 9.3. Calculation of the mechanical characteristics score

The mechanical characteristics score is marked out of 20 points on the basis of the information given in the technical report with regard to the following characteristics:

- Dimensions
- Material

Grades are awarded according to the following scale:

- Very satisfactory: 100% of the maximum score;
- Satisfactory: 75% of maximum score;
- Moderately satisfactory: 50% of maximum score;
- Unsatisfactory: 25% of maximum score;
- Inadequate or no information provided: 0

#### 9.4. Calculation of quality of deliverables score

The quality of deliverables score is rated out of 20 points on the basis of examples of deliverables presented in the candidate's offer.

Grades are awarded according to the following scale:

- Very satisfactory: 100% of the maximum score;
- Satisfactory: 75% of maximum score;
- Moderately satisfactory: 50% of maximum score;
- Unsatisfactory: 25% of maximum score;
- Inadequate or no information provided: 0

#### 9.5. Calculation of delivery times score

The delivery times score is out of 20 points. The maximum score of 20 is awarded to the candidate with the lowest average lead time out of all the following lead times:

Primary shallow water connector
Secondary shallow water connector
Primary deep water connector
Secondary deep water connector

The scores of the other candidates are awarded according to the formula below:

$$20 \times (\text{lowest average lead time} / \text{average lead time of the offer analyzed})$$

### 10. FURTHER DETAILS

Answers by telephone will only concern basic questions. In the case of further technical or administrative questions, the candidate must ask his question on the dematerialisation platform PLACE: <https://www.marches-publics.gouv.fr/>

In the event of difficulties in accessing the platform, the candidate may contact the Ifremer Purchase Department at the following address: [cellule.marche@ifremer.fr](mailto:cellule.marche@ifremer.fr)

### 11. CONFIDENTIALITY

Applicants shall not use Ifremer information for any other purpose than their bids. They shall not disclose Ifremer information and documents and shall not communicate with any other person/firm than Ifremer without Ifremer's prior consent thereto.



## **12. CONFLICT OF INTEREST**

The candidate undertakes to inform Ifremer of any situation likely to lead to a conflict of interest. A conflict of interest is any situation in which a person who participates in or is likely to influence the outcome of the procurement procedure has, directly or indirectly, a financial, economic or other personal interest that could compromise his or her impartiality or independence in the procurement procedure.

## **13. PROVISIONAL TIMETABLE**

- Sending of the contract notice to the Official Journal of the European Union : 23/10/2024
- Dead line for submission of tenders : 25/11/2024
- Notification of the contract : december 2024

## **14. DOCUMENTS TO BE PROVIDED BY THE SELECTED CANDIDATE**

In order to notify the contract, the only successful candidate has to transmit the certificates listed below:

- A company registration certificate of less than three (3) months ;
- A valid certificate of social regularity;
- A valid certificate of tax regularity;
- A valid certificates of civil and professional insurance;
- A Nominative list of foreign employees subject to authorization.