

**CONDITIONS OF TENDER
ADAPTED PROCEDURE
(OPEN)**

Tender No. 458436-25-MES-RUE

Supply, installation and starting : Infra-red high-speed camera

DEADLINE FOR SUBMISSION OF TENDERS

09/07/2025 – 16 :00 PM

By responding to this tender, the Tenderer declares that he has read and agrees to the entire content of this document

SUMMARY

1 . Overview of IFP Energies nouvelles.....	3
1 . 1 . IFP Energies nouvelles	3
1 . 2 . IFP Energies nouvelles procurement charter	3
2 . Regulatory framework	4
3 . Object of the tender	4
3 . 1 . Object of the tender	4
3 . 2 . Breakdown into lots.....	4
3 . 3 . Duration of the contract	4
3 . 4 . Form of the prices of the contract	4
3 . 1 . Tranches and Possible Additional Services	4
3 . 2 . Alternatives	5
3 . 1 . Subcontracting.....	5
4 . Components of the Tender Inquiry.....	5
5 . General organization of the tender	6
5 . 1 . Specialist knowledge.....	6
5 . 2 . Request for further information from tenderers.....	6
5 . 3 . Advance schedule for the tender	6
5 . 4 . Submission of tenders and bids	6
5 . 5 . Procedure for the negotiation stage.....	8
6 . Form and validity period of bids	8
6 . 1 . Form	8
6 . 2 . Validity period	9
7 . Contents of tenders and bids.....	9
7 . 1 . Tender documents.....	9
7 . 2 . Bid documents	10
8 . Admissibility of tenders.....	11
9 . Analysis of bids and award of the contract	11
9 . 1 . Stage 1: Determination of the admissibility of bids	11
9 . 2 . Stage 2: Award of the contract.....	11
10 . Special provisions.....	12
10 . 1 . Consortia	12
10 . 2 . Subcontracting.....	12
10 . 3 . Obligation of confidentiality	13
10 . 4 . Tenderers' commitment	13
10 . 5 . Return and/or destruction of tender documents.....	13
10 . 6 . Detailed changes to the tender inquiry	13
10 . 7 . Compensation	13
10 . 8 . Limits	14
10 . 9 . Disputes.....	14
11 . List of schedules	Erreur ! Signet non défini.

SCHEDULE 1 - Certificate OF VISIT AND/or NEGOTIATION OF THE BID Erreur ! Signet non défini.

1 . OVERVIEW OF IFP ENERGIES NOUVELLES

1 . 1 . IFP Energies nouvelles

IFP Energies nouvelles (IFPEN) is a major player in research and training in the fields of energy, transportation and the environment. From research to industry, its core activity is technological innovation centered on three strategic priorities: sustainable mobility, new energy sources and responsible oil and gas.

As part of the mission of general interest awarded by the Government, IFPEN focuses on:

- providing solutions to social challenges in energy and climate by fostering the transition to sustainable mobility and the emergence of a more diverse energy mix;
- the creation of wealth and employment by supporting French and European economic activity and the competitiveness of associated industrial sectors.

An integral part of IFPEN, IFP School —the company's school of engineering—, prepares future generations for such challenges.

1 . 2 . IFP Energies nouvelles procurement charter

The procurement charter in place at IFP Energies nouvelles defines the rules for the procurement of goods and services applicable to IFP Energies nouvelles and its vendors, especially those in regular contact with IFP Energies nouvelles and working on our sites. The charter seeks to maintain an environmental, social and economic interest that is both balanced and sustainable and to highlight IFP Energies nouvelles's commitment to society.

Vendor compliance

IFP Energies nouvelles respects the principles of freedom of access to public procurement, equal treatment of tenderers and transparency in procedure.

Confidentiality

IFP Energies nouvelles and its vendors are mutually committed to the confidentiality of their technical and commercial exchanges.

Partnership, creativity and capacity for innovation

IFP Energies nouvelles favors proactive, innovative companies for collaboration on technical matters in a climate of trust. IFP Energies nouvelles expects its vendors to systematically optimize their performance in economic terms. They must share their expertise with IFP Energies nouvelles and offer alternative solutions to reduce overall cost, while maintaining quality of service.

Sustainable development

IFP Energies nouvelles applies its procurement policies based on sustainable development and a major concern for both worker protection and environmental conservation. IFP Energies nouvelles is demanding with regard to its partners' human resources and health and safety policies and looks to work with companies committed to the principles of social and environmental responsibility.

2 . REGULATORY FRAMEWORK

IFP Energies nouvelles has the status of contracting authority as defined in the Code of Public Procurement.

This tender has been organized according to an **adapted procedure**. In accordance with Articles L.2123-1 and R.2123-1 of the Code of Public Procurement, IFPEN uses these conditions to define the procedures applicable to this tender in order to ensure the transparency thereof.

3 . OBJECT OF THE TENDER

3 . 1 . Object of the tender

The object of this tender is: award of a contract for supplies and services of “Infra-red high-speed camera”.

IFP Energies nouvelles opens a tender to receive bids from qualified professionals with the professional, technical and financial capacity for the execution and perfect completion of the contract above and, more generally, to provide advice and expertise for such purpose.

3 . 2 . Breakdown into lots

The contract is not made up of different lots: it is one single contract.

3 . 3 . Duration of the contract

Required delivery date: *Before at 31/10/2025.*

3 . 4 . Form of the prices of the contract

The following applies:

- A lump sum price;

3 . 1 . Tranches and Possible Additional Services

TRANCHES:

The contract don't have any tranche.

POSSIBLE ADDITIONAL SERVICES (PAS):

The contract shall include a possible additional services;

PAS n°1 : Maintenance contract.

3 . 2 . Alternatives

The tenderer may submit one or more alternative.

3 . 1 . Subcontracting

The tenderer may subcontract the performance of part of this contract provided that he has obtained from the contracting authority the acceptance of each subcontractor and the approval of the corresponding payment terms.

If the subcontracting request is made at the time of submission of the bid, the economic operator shall provide a schedule to the pledge of commitment or contract to indicate the subcontractor, duly completed, dated and signed by the subcontractor and himself, using the "DC4" form provided in the DCE or available at the following address:

<https://www.economie.gouv.fr/daj/formulaires-declaration-du-candidat>

If the public contract is to be awarded to the economic operator, the subcontractor(s) shall submit the documents referred to in Clause 8 of these tender specifications.

Notification of the contract shall imply acceptance by the subcontractor and approval of the payment terms.

The contractor remains personally responsible for the performance of all contractual obligations in accordance with Article L.2193-3 of the Public Procurement Code.

If the subcontracting request is executed, the economic operator shall provide the contracting authority with the above documents and **shall address them to the IFPEN Procurement Department**.

4 . COMPONENTS OF THE TENDER INQUIRY

The tender inquiry consists of the following documents:

- These tender specifications,
- The Specifications ref. IFP Energies nouvelles No. 458436-25-MES-RUE and the corresponding schedules,
- The lump sum price breakdown (DPGF) ref. DPGF 458436-25-MES-RUE
- The completed pledge of commitment ref. 2025-0431 of the General Conditions of Purchase, version of February 1, 2020;

Tenderers may download the tender inquiry in the tender free of charge at the following address:

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

5 . GENERAL ORGANIZATION OF THE TENDER

5 . 1 . Specialist knowledge

The tenderer declares that he is aware of all the particularities of the subject of this tender and all the documents provided by IFPEN listed in paragraph 4 above and, by replying to this tender, he expresses his agreement with the terms thereof.

5 . 2 . Request for further information from tenderers

The tenderer must send an **e-mail** to the contact person given below and before the deadline specified in Article 5.3 below with any request for necessary additional information, in particular to clarify any ambiguities in the Tender Inquiry.

Other than the negotiations, no replies will be given to verbal requests.

Catherine Mathe	catherine.mathe@ifpen.fr
-----------------	--------------------------

The subject field of the tenderer's email must indicate the reference and title of the tender as indicated on the cover.

5 . 3 . Advance schedule for the tender

The deadlines for the different stages of the tender are given for guidance only: IFP Energies nouvelles reserves the right to extend the specified dates and times following written notice to all tenderers.

Stages of the tender	Dates
Date of dispatch of the Notice of the call for tender by IFPEN	18/06/2025
Deadline date and time for requests for information in accordance with paragraph 5.2 ³	03/07/2025
Deadline date and time for receipt of tenders and initial bids from tenderers ³	09/07/2025 - 17/00

5 . 4 . Submission of tenders and bids

In accordance with Article R.2132-7 of the Code of Public Procurement, IFPEN requires the documents to be provided by electronic means at the following address:

<https://www.marches-publics.gouv.fr/?page=entreprise.AccueilEntreprise>

To take part in the tender, the tenderer must send:

- a file titled "**TENDER**" containing the tender documents indicated in paragraph 7.1 below; and
- a separate file per type of bid, naming the file "**TECHNICAL BID**", "**COMMERCIAL BID**" or "**ADMINISTRATIVE BID**", as appropriate; the files must be organized in accordance with paragraph 8 below.

The accepted electronic formats for uploading the documents are: doc, xls, pdf.

If these provisions are not observed, the bids will be rejected.

Each upload will be given a specific date of receipt and an electronic acknowledgment of receipt.

The reference time zone will be (GMT+01:00) Paris, Brussels, Copenhagen, Madrid.

The files may be doubled by a backup copy sent within the deadlines in either physical electronic or paper format. The copy must be sent in a sealed envelope with the words "backup copy", the tenderer's name and the identification of the corresponding procedure written on it.

Network access costs and the cost of the electronic signature will be on each tenderer's account.

Any document containing a computer virus will be filed in a secure manner and deemed not received. The tenderer concerned will be informed. Therefore, tenderers are advised to scan their documents with an anti-virus program before they are sent.

Documents sent electronically will be turned back into physical format after the envelopes have been opened.

Tenderers are hereby informed that the award of the contract may require the signing of the contract in paper format by hand.

5 . 5 . Procedure for the negotiation stage

It is expressly pointed out that this negotiation stage is optional, **IFPEN reserves the right to award the contract on the basis of the initial bids without negotiation** in accordance with Article R.2123-5 of the Code of Public Procurement.

Should IFPEN decide to open a negotiation stage, it reserves the right to limit access to the said negotiation to the top 2 tenderers after analyzing initial bids against the criteria given in paragraph 9.2. below, where the other tenderers will be eliminated.

Should IFPEN wish to conduct a negotiation, the negotiations will be conducted by IFPEN with each tenderer selected for the negotiation stage based on the initial bid submitted.

Negotiations will be conducted in accordance with the principle of equal treatment of all tenderers selected for the negotiation stage. Accordingly, IFPEN will refrain from providing any information that may benefit certain tenderers over others.

The Contact Person at the Purchasing Department will send the tenderers written notice (optionally, by email) with the time and place for the negotiations, together with any practical information.

Tenderers are asked to arrive 15 minutes before the time of the meeting to complete reception formalities (and bring ID with them).

At the end of each negotiation meeting, tenderers must sign the meeting certificate attached as Schedule 1 to these Conditions of Tender.

All exchanges must be conducted in French and will cover any part of the contract (technical, economic and legal). Negotiations may not lead to a substantial change in the specifications or conditions of performance of the contract, as defined in the tender documents. In particular, the final bid must enable full coverage of the technical scope defined in the specifications. Negotiations may include the organizational arrangements proposed by the tenderer for provision of the services and the financial aspects.

At the end of each negotiation, the tenderer will be asked to confirm or adapt his bid to the results of the negotiation. Apart from the negotiation meetings, exchanges during the negotiation stage must be in writing and the bids revised after the negotiation stage must be sent under the same conditions as defined in Article 5.4. The deadline for the submission of revised bids will be specified in writing by IFPEN (email) after the negotiation meeting. This proposal will serve as the basis for future negotiations.

When IFPEN decides to bring the negotiations to a close, it will inform the remaining tenderers accordingly and in writing (email) of a common deadline for the submission of new or revised bids.

NB: As the various negotiations take place, IFP Energies nouvelles reserves the right to reduce the number of tenderers in accordance with the criteria for evaluating bids provided in Article 9.2 below, applied to interim bids.

6 . FORM AND VALIDITY PERIOD OF BIDS

6 . 1 . Form

Bids must be drawn up in French in accordance with Law 94-665 of August 4, 1994 on the use of the French language and the circular on its implementation dated March 19, 1996.

With all bids submitted in a language other than French, tenderers must include a translation into French.

6 . 2 . Validity period

Bids remain valid for ninety (90) days from the deadline for receipt of bids specified in paragraph 5.3 above.

7 . CONTENTS OF TENDERS AND BIDS

7 . 1 . Tender documents

In support of their tenders, tenderers must submit the following:

- 1) letter of tender - authorization of the representative by his co-contractors;
- 2) documents relating to the powers of the persons authorized to bind the tenderer;
- 3) A self-declaration stating that he is not affected by any of the cases given in articles L.2141-1 to L.2141-5 and L.2141-7 to L.2141-11 of the Code of Public Procurement and, in particular, that he is in fulfillment of Articles L.5212-1 to L.5212-11 of the Labor Code on the employment of disabled workers;
- 4) a copy of the judgment(s) issued if the tenderer is in a process for reorganization under the supervision of a court.

When they are available, the tenderer must provide the following additional information in support of his application (for documents in a foreign language, the tenderer must attach a translation into French):

- Information on the tenderer's economic and financial capacity as an individual or member of a group as provided for in Articles R.2142-6 and following of the Code of Public Procurement:
 - o statement on the tenderer's overall turnover for the last 3 available years;
 - o statement on turnover in the field of activity covered by the contract for the last 3 available years;
 - o relevant statements by banks or, where appropriate, proof of applicable professional risk insurance policies (ex insurance certificate);
- Information on the company's technical and professional capacity as provided for in Articles R2142-13 and R2142-14 of the Code of Public Procurement:
 - o a list of the main deliveries or services provided during the last years, indicating the amount, date and public or private client; deliveries and services will be proved by certificates from clients or, failing that, by a declaration by the economic operator;
 - o Availability and follow-up of spare parts;
 - o Indication of the environmental management measures that the candidate will be able to apply during performance of the public contract;

The tenderer may use the following to submit his tender:

- forms DC1 and DC2, available free of charge on the Ministry of Economy's website at <http://economie.gouv.fr/daj/formulaires-declaration-du-candidat>;

or

- the European Single Procurement Document (ESPD), available on-line on the PLACE platform.

In order to justify the professional, technical and financial capacities of other economic operators on which he relies to submit his tender, the tenderer must produce the same documents for the said economic operators as those required above.

Furthermore, to justify the fact that the tenderer has the capacity of the said economic operators for providing the services, the tenderer will provide a written undertaking from the economic operators in question.

NB: In accordance with Article R.2144-2 of the Code of Public Procurement, before examining the tenders, if it finds that the above documents are missing or incomplete, IFPEN may decide to ask all the tenderers concerned to produce or complete the documents before a deadline to be set by IFPEN, which may not exceed 10 days.

7 . 2 . Bid documents

Tenderers will be required to submit their tenders and their final binding bid as indicated below.

7 . 2 . 1 . Basic bid

7.2.1.1 Commercial bid:

- your commercial bid,
- completed price schedule, to be provided in **Excel format only**;
- indication of potential subcontractors and types of services subcontracted (DC4); services will be subcontracted under the conditions given in Articles L.2193-1 to L.2193-9 and R.2193-3 to R.2193-22 of the Code of Public Procurement.

7.2.1.2 Technical bid (this bid must not include a price)

- technical brief,

The technical bid must contain the information about the functionalities requested in the Specifications and clearly and explicitly point out any deviations.

7.2.1.3 Administrative bid

- these Conditions of Tender (CT),
- Pledge of commitment IFP Energies nouvelles ref. No.2025-0431 ,in the version accepted by the tenderer (NB: any deviations from the version sent by IFPEN in the tender inquiry must be highlighted in track-changes mode to make them visibly identifiable).

Important: no later than the submission of the initial bid, the tenderer must make any comments, requests for modifications and/or reservations relating to the IFPEN General Conditions of Purchase (attached to the tender inquiry) by means of a specific document titled CGA Adjustment Request attached to their administrative bid. The said document must refer to the articles the tenderer would like to adapt and must contain his request for adaptation. For the sake of equal treatment of tenderers, no tenderer will be able to raise points in subsequent bids that were not raised in their initial bids.

- the tenderer's insurance certificates (showing the maximum amount of compensation covered by the insurer).

NB: No legal provision will be included in the tenderer's commercial or technical bids; in particular, by replying to this contract, the tenderer will waive any right to apply his own general conditions.

7.2.2. Alternative(s)

Should the tenderer wish to submit one or more alternatives, they must be included in a separate proposal.

However, the submission of an alternative is possible only if the tenderer has submitted the basic bid for this tender.

Alternatives are proposed in the same way as the basic proposal and submitted with the reference given to the alternative by the tenderer and in such a way as to make it clear that they are "alternatives". For each alternative, the tenderer must submit all the elements necessary for them to be fully understood. Each alternative solution will be put forward in a separate technical and commercial bid.

8 . ADMISSIBILITY OF TENDERS

Tenders will be declared admissible if:

- they are submitted before the corresponding deadlines;
- they contain all the items duly completed as listed in paragraph 7.1 of these Conditions of Tender;
- the tenderer is not prohibited from tendering under Articles L.2141-1 to L.2141-5 and L.2141-7 to L.2141-11 of the Code of Public Procurement;
- the tender provides the minimum required capacity levels given in the Contract Notice.

9 . ANALYSIS OF BIDS AND AWARD OF THE CONTRACT

9.1. Stage 1: Determination of the admissibility of bids

Bids will be declared admissible in administrative terms if:

- they are delivered before the corresponding deadlines;
- they contain all the items duly completed as listed in Article 7.2 of these Conditions of Tender;
- they are appropriate as defined in Article L.2152-4 of the Code of Public Procurement; and
- for initial bids in the absence of a negotiation stage or for final bids in other cases, they are compliant and acceptable as defined in Articles L.2152-2 and following of the Code of Public Procurement.

IFP Energies nouvelles may contact the tenderers for more information about the contents of their bids.

9.2. Stage 2: Award of the contract

9.2.1. Conditions for award of the contract

The award will be made to the most economically advantageous tender, valued according to the criteria

set out below.

List of criteria for selection of tenders and assigned weightings:

- ❖ Criterion no. 1: Price - weighted at 50%
 - Overall price and package - weighted at 80%
 - Acceptance of contractual terms and conditions (deadlines, payment terms, etc.) - weighted at 20%.
- ❖ Criterion no. 2: Technical merit - weighted at 35%
 - Temperature, speed and precision performance - weighted at 60%,
 - Proposed software solution and ergonomics - weighted at 40%,
- ❖ Criterion no. 3: Corporate social responsibility - weighted at 15%
 - Service life and obsolescence cycle - weighted at 70%,
 - Recycled and recyclable materials at the end of the equipment's service life - weighted at 30%,

Translated with DeepL.com (free version)

9 . 2 . 2 . Formalization of the award of the contract

Only IFP Energies nouvelles' formal approval of your complete final bid, formalized by:

- *issue of IFPEN purchase order;*
- *both parties signing the pledge of commitment/contract IFP Energies nouvelles ref. No. 2025-0431*

will imply the commencement of reciprocal contractual obligations between the two parties.

The tenderer's acceptance of the contract implies his unreserved approval of these Conditions of Tender.

10 . SPECIAL PROVISIONS

10 . 1 . Consortia

Tenderers may submit their tender as consortia with joint and several liability or as consortia with joint liability.

Tenderers may not submit several tenders for the contract by simultaneously doing so:

- as individual tenderers and members of one or more consortia;
- as members of several consortia.

10 . 2 . Subcontracting

The tenderer may not assign all or part of the contract; however, he may subcontract the provision of part of his services subject to the prior and express approval of the subcontractor(s) and their payment terms by IFP Energies nouvelles.

Tenderers are informed that activities given to subcontractors after express, prior and written agreement from IFP Energies nouvelles may not be subcontracted again by the subcontractor unless allowed to do so as an exception by IFP Energies nouvelles.

If the tenderer intends to subcontract part of the contract, when submitting his tender he must indicate the names and addresses of his subcontractors and the nature of the subcontracted parts.

The tenderer must provide a significant part of the services corresponding to his basic activities.

10 . 3 . Obligation of confidentiality

Confidentiality of the tender inquiry

Tenderers agree to process information and/or documents of any kind and on any medium relating to IFP Energies nouvelles or its Group as strictly confidential. Without the prior written consent of IFP Energies nouvelles, tenderers agree not to disclose or allow others to disclose to third parties, whether for consideration or free of charge and in any form whatsoever, any of the above-mentioned information disclosed to him by IFP Energies nouvelles or coming to his knowledge in connection with this tender or during on-site meetings.

The above obligation of confidentiality also applies to the existence and content of the Tender Inquiry. Therefore, no communication for commercial or advertising purposes may be made by tenderers without the prior written consent of IFP Energies nouvelles.

These provisions will enter into force on the date of dispatch of the Tender Inquiry and remain so for a period of ten (10) years from that date.

Information that is public when this document is sent or which becomes public at a later date will not be considered confidential.

The provisions of this Article 10.3 will be considered null and void should IFP Energies nouvelles decide to have the tenderers sign a nondisclosure agreement specific to this tender.

Confidentiality of tenderers' bids

No part of the tenderers' bids will be communicated to other tenderers during the tender without their prior agreement. Tenderers will be given the opportunity to specify any items of their bid that are particularly confidential.

10 . 4 . Tenderers' commitment

Any participation in the tender will require the tenderers and their potential subcontractors to accept the provisions of these Conditions of Tender in full.

10 . 5 . Return and/or destruction of tender documents

The tenderer undertakes to return to IFP Energies nouvelles or destroy all the tender inquiry documents in the following cases:

- the tenderer decides not to reply to the tender;
- the tenderer is not selected by IFP Energies nouvelles following the tender;
- in all cases where the tender does not lead to the signing of the contract.

All the documents will be destroyed or returned to IFP Energies nouvelles for the attention of the person in the Purchasing Department responsible for the inquiry without delay.

10 . 6 . Detailed changes to the tender inquiry

IFP Energies nouvelles reserves the right to make detailed changes to the original inquiry sent to tenderers. In this case, tenderers must respond to the amended file and may not raise any complaints in this regard. In such cases, IFP Energies nouvelles may decide to extend the deadline for the submission of tenders if the significance of the changes so requires.

10 . 7 . Compensation

Tenderers whose applications or tenders have not been accepted will not be entitled to compensation of any kind whatsoever.

10 . 8 . Limits

IFP Energies nouvelles may reject any bid and reserves the right not to proceed with this tender. In this case, IFP Energies nouvelles will inform all tenderers in writing, where the latter will not be entitled to compensation of any kind whatsoever.

10 . 9 . Disputes

This contract will be governed by French law, which will apply only in case of dispute.

In the event of dispute, the Administrative Court of Cergy-Pontoise will hold exclusive jurisdiction:
Tribunal Administratif de Cergy-Pontoise (Administrative Court of Cergy-Pontoise)
2-4, Boulevard de l'Hautil BP 30322 - 95027 Cergy-Pontoise