**Tender for the Supply, and Delivery of Office Furniture, and Museum Cabinets as part of ERDF Project ERDF.05.121 – Wildlife Rehabilitation Centre**

**ERDF.05.0121 – Tender 014**

## TENDERER’S TECHNICAL OFFER (Note 3)

***N.B. The Key Experts Form (including Self-declaration form for Key Experts and the Statement re Exclusivity and Availability) are under Note 2A whereas the Literature is under Note 2B. Any other components of the technical offer are under Note 3.***

# 1. Response to Section 4 of the tender Document

In response to Section 1, Article 7 (C) (i), Prospective bidders are requested to submit a Technical Offer in response to the specifications outlined in Section 4 of the Same tender Document. In this regard, Bidders are to state the brand and the model of the supplies being offered, as well as a clear, and unequivocal reference to the literature provided.

Tenderers that fail to complete and provide the requested information will be deemed as non-compliant and will not be considered further for final adjudication. The information/technical specifications provided in the below table shall not be subject to rectifications.

For each item offered, the respective supporting documents and printed manufacturer’s technical literature are to be submitted by the bidder as per the form marked “Literature”.

| **Item** | **Description** | **Reference**  **[all references are to Item No in Article 4.3 of Section 4 of the Tender Document]** | **Description of the item being offered** | **The Brand / Model Number / Catalogue Reference of the items being offered are to be inserted next to each item in the space provided below** |
| --- | --- | --- | --- | --- |
| **Reception Area** | | |  |  |
| 1.1 | One (1) front office large L-Shaped Desk for reception area inclusive of under-desk storage units with drawers | 1.1 |  |  |
| 1.2 | One (1) Office chair, swivel, black in colour, with arms | 1.2 |  |  |
| 1.3 | Two (2) Visitor chairs, black in colour, no arms. | 1.3 |  |  |
| **Education room to include:** | | |  |  |
| 2.1 | Seven (7) Office Desk | 2.1 |  |  |
| 2.2 | Seven (7) Office Chairs | 2.2 |  |  |
| 2.3 | One (1) Shelving | 2.3 |  |  |
| **Other Offices** | | |  |  |
| 3.1 | Two (2) large L-shaped Desks, inclusive of under-desk storage units with drawers | 3.1 |  |  |
| 3.2 | One (1) Filing cabinet 120m wide 180 to 200 cm high, 60 cm depth. Having doors half height. Upper doors shall be of frosted glass. Shelving shall be adjustable. Doors shall be lockable | 3.2 |  |  |
| 3.3 | One (1) Wall unit - L-shaped being circa. 270cm Wide, 180 to 200 cm high, 60 cm depth. Having at least two doors full height and four doors half height. Upper doors shall be of frosted glass. Shelving shall be adjustable. Doors shall be lockable. | 3.3 |  |  |
| 3.4 | One (1) Shelving | 3.4 |  |  |
| **Museum Cabinets** | | |  |  |
| 4.1 | Two (2) Recangular Museum Cabinets, with wooden base/storage compartment and five/sided laminated glass case/top | 4.1 |  |  |
| 4.2 | One cube-shaped wooden base/storage compartment | 4.2 |  |  |

## Declaration by the Bidder concerning warranty/guarantee

### Explanatory Note

The tender document requests bidders to provide a two-year warranty in line with EU legislation. Through this declaration, which explicitly recalls the terms of the tender document, the bidder is confirming such a declaration. Non submission of such a declaration will result in the bid not being considered any further.

### Declaration

I/We, the Undersigned, duly authorised to represent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby confirm that this bidder is providing a warranty, inclusive of parts and labour, for two\* years for as follows:

1. All office furniture
2. All Museum Cabinets

\*Bidder MAY opt to increase such a warranty beyond the indicated minima.

This Guarantee/Warranty forms an integral part of the Contract entered into by the Contractor and the Contracting Authority for the implementation of the tender in caption.

|  |  |
| --- | --- |
| **Name**: |  |
| **Signature**: |  |
| **Date**: |  |

# 3. Gantt Chart

The Bidder is to fill in the following Gantt Chart to indicate when and how each activity is to be carried out. Within the three month period allowed as Execution of the Contract as per Special Conditions. Bidders are asked to indicate sub-tasks as necessary. The Gantt Chart is split in Weeks, and covers 15-weeks (to cater for months with different number of weeks).

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Weeks** | | | | | | | | | | | | | | |  |
|  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **Comments** |
| **Office Furniture,** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Order |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Delivery on site |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Museum Cabinets** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Order |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Delivery on site |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

# 4. Checklist of documents to be provided

|  |  |
| --- | --- |
| Tender Form and Tenderer’s Declaration |  |
| Technical offer |  |
| Declaration concerning selection criteria |  |
| Declaration concerning exclusion grounds |  |
| Self-Declaration Form |  |
| Statement on Conditions of Employment |  |
| Financial Bid Form |  |
| Power of Attorney (if applicable) |  |
| Information re Joint Venture/Consortium |  |
| Literature (vide Literature List) |  |