



**FONDAZZJONI GHALL-
PATRIMONJU KULTURALI
TAL-ARĊIDJOĊESI TA' MALTA**

REFERENCE NUMBER: PA.5.0103/7.3

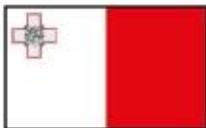
CALL FOR QUOTATION (CFQ) - SUPPLY, INSTALLATION AND COMMISSIONING OF TWO MONITORS, A LAPTOP AND CCTV SYSTEM

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

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Deadline for Submission: 02/12/2022 at 09:30am CET/CEST

Tender Opening: 05/12/2022 At 09:30am 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 ta' l-Arcidiocesi ta' Malta

Archbishop's Curia, St Calcedonius Square, Floriana, Malta
Tel: (356) 21245350
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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 **€7,500 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.

Section B: General Information

1) Purpose

The purpose of this Call for Quotation (CfQ) is for the supply, installation and commissioning of two 85” monitors, one laptop, and one CCTV system which includes a PTZ camera, a remote camera controller, and a network control switch at the Sanctuary Basilica of the Assumption of Our Lady, Mosta (Mosta 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 Calcedonious Square, Floriana
FRN 1535
Tel: 2590 6400
Email Address: fond.pkam@gmail.com

Any CfQ addenda/updates will be made available on the Contracting Authority's website: www.church.mt/tenders.

3) Scope and Terms & Conditions

- a. The purpose of this Call for Quotations (CfQ) is for the supply and installation of two 85" monitors, one laptop, and once CCTV system which includes a PTZ camera, a remote camera controller, and a network control switch. These will be installed at the Mosta Parish Church. This contract forms part of a larger project being carried out by the Contracting Authority entitled *Conserving, protecting and promoting ecclesiastical cultural heritage* being part-financed by the European Regional and Development Fund; Operational Programme I - Fostering a competitive and sustainable economy to meet our challenges.
- b. Clarifications on the CfQ can be sought up to FIVE WORKING DAYS before the closing date of this CfQ. Any queries and requests for clarifications are to be sought by emailing fond.pkam@gmail.com only. All clarifications will be posted by the Contracting Authority within a reasonable time on www.church.mt/tenders and will be made available to all interested bidders.
- c. Performance Guarantee: Contract values that do not exceed €10,000 excluding VAT, do not require a performance guarantee.
- d. 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.



Figure 1 –CE Mark

- e. 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.
- f. 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.

- g. The Contracting Authority reserves the right to:
- i) 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 deliver items after 5 calendar days after the agreed delivery period will be fined a total of € 100.00).
 - ii) 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.
 - iii) 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.

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) Details of bidder responding to this CfQ (name of company, contact person, contact email and numbers). ^(Note 2B)
- b) Declaration concerning exclusion grounds ^(Note 2A)
- c) Declare agreement, conformity and compliance with the General Rules Governing Tenders for NGOs ^(Note 2A)
- d) Power of Attorney (if not applicable please submit the form anyway and indicate that it is not applicable) ^(Note 2A)
- e) Technical Offer (and the technical offer declaration included within) in response to the specifications in line with the template provided. ^(Note 2B)

- f) 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. ^(Note 2B)
- g) Financial Offer submitted by filling in the 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. ^(Note 3)

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.

2) Technical Specifications

2.1 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:

1. Two 85-inch monitors with free stands, including WiFi connectivity;
2. One laptop;
3. One PTZ (Pan, Tilt , Zoom) Camera;
4. One remote camera controller; and
5. One network control switch.

Please see section 2.2 below for more details on the technical specifications of each item.

2.2. Technical requirements

The detailed specifications of each electronic equipment mentioned in Section 2.1 above are as follows:

2.2.1 Monitors

This device shall have the below minimum technical requirements:

- Quantity: 2
- Model: LED Smart TV
- Diagonal Size: 85 inches
- LED Display
- WiFi connectivity
- HDMI
- Flat screen
- Resolution: 4K UHD
- Connectors:
 - HD Input;
 - VGA;
 - YPBPR OR MINI AV IN, MINI YPBPR, CI;
 - Scart or AV in or AV out;
 - PC audio input;
 - USB input;
 - Coaxial or optical; and
 - Earphone.
- Speaker type: Built in speaker (15W + 15W)
- Accessories to be included: Quick Setup Guide, Warranty Card, Power Cord, Remote Controller, Batteries
- CE marking (As per section 3.1 of this CfQ)
- Stand to be included
- Minimum 2-year warranty

2.2.2 Laptop

This device shall have the below minimum technical requirements:

- Quantity: 1
- Full HD OLED screen
- 100% NanoEdge display
- Diagonal size: 15-16 inches
- Minimum 16GB RAM
- Minimum 500GB SSD
- Weight: 1.5-2kg
- Connectors:
 - Minimum 2 USB ports,
 - HDMI output,
 - microSD card reader
- Dedicated graphics: RTX 3050 4GB
- Laptop case to be included
- Charger to be included
- Minimum 2-year warranty
- CE marking (As per section 3.1 of this CfQ)

2.2.3 PTZ (Pan, Tilt , Zoom) Camera

This device shall have the below minimum technical requirements:

- Quantity: 1
- Video Sensor: 1 / 2.8”
- Resolution: 1920 x 1080 60p
- Minimum 20 x Optical Zoom
- 3G SDI or better
- HDMI Out
- IP Digital output
- PoE+ equipped: LAN cable enables simultaneous streaming, camera control and power supply
- CE marked (As per section 3.1 of this CfQ)
- Minimum 2-year warranty

2.2.4 Remote camera controller

This device shall have the below minimum technical requirements:

- Quantity: 1
- 7-inch (diagonal) touch screen for PTZ and CCU functions
- Professional zoom rocker for smooth, variable speed zoom control and user assignable function keys
- Heavy duty joystick for precise pan and tilt control
- Focus dial with push-auto function
- CE marked (As per section 3.1 of this CfQ)
- Minimum 2-year warranty

2.2.5 Network Control Switch

This device shall have the below minimum technical requirements:

- Quantity: 1
- Minimum 8 x Gigabit Ethernet RJ45 Ports, 2 x SFP Ports
- Auto-Sensing IEEE 802.3af/at PoE (up to 30W per port)
- Fanless Design for Silent Operation
- Support DHCP, VRRP, SSH, ERPS, ACL and QoS
- CE marked (As per section 3.1 of this CfQ)
- Minimum 2-year warranty

2.4 Service Delivery, Installation and Commissioning

2.4.1 The language used for this contract shall be English.

2.4.2 The period of execution of this contract is of **12 weeks** from the Commencement indicated in the Order to start works.

2.4.3 Delivery, installation and commissioning of all supplies need to be made within the period of execution of the contract. The supplies will be delivered to the Mosta Parish office (*Ufficcju Parrokkjali 1, Triq il-Bazilika, Mosta MST 2015*) and will be inspected upon delivery. 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 Sanctuary Basilica of the Assumption of Our Lady, Mosta.

2.4.5 The supplies shall be packaged so as to prevent their damage or deterioration in transit to their destination.

3) Award Criteria ^(Note 3)

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.

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

Section E: Financial Bid Form

As per uploaded Financial Bid Form.

Quotations are to be submitted and shall be awarded including taxes/charges and any import duties applicable but excluding VAT.