




**Specifications  
for offer  
preparation**

AC grid connection system

Project: Kaskasi II and Gode Wind 3


Rev.: 1.0  
Pages: Page 1 of 10  
Date 15.04.2020

**Specifications for offer preparation  
Kaskasi II and Gode Wind 3**

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## 1 Introduction

This document is intended to provide an overview to the bidders about the tender documents which have been provided and the structure of the contract. The individual contractual documents will be described in brief. Further, the document is intended to provide hints for tendering.

## 2 Superordinate tender documents

The client provides the following documents on the Negometrix home page which are superordinate to the contractual documents:

- **Both non-disclosure agreements (NDAs)**, which are to be submitted by the interested parties in order to gain access to the contractual tender documents.
- **The procedural guidelines**, which detail the process and rules of the entire tender. The rules for the tender are binding.
- **The award criteria**, which are essential for selecting the best offer.
- **Specifications for offer preparation (this document)** provides an overview of the tender documents and communicates the requirements for offer preparation.

The abovementioned documents are binding documents; they constitute part of the tender documents provided by the client.

## 3 Contractual tender documents

### 3.1 Folder structure of the tender documents in Negometrix

You can find all the full tender documents under “Documents” or “Supplementary documents” in the Negometrix tender portal. On the left side of the screen you can see the folder structure where the tender documents can be found (see figure 1 on as a screenshot from the folder structure). The tender documents are divided into the following three folders:

- 123437 Kaskasi II and Gode Wind 3: Construction of AC grid connection systems
- Lot 1 - Kaskasi II
- Lot 2 - Gode Wind 3

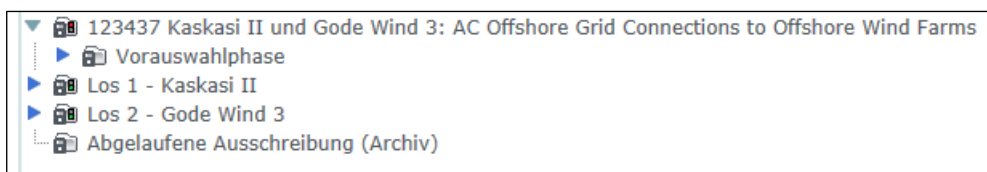



Figure1: folder structure

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Based on synergy effects, the ITT documents which are in a first step valid for both projects, Kaskasi II and Gode Wind 3 are stored once, which are collated in the *subfolder* “Vorauswahlphase/Selection Phase” of the overall folder “123437 Kaskasi II and Gode Wind 3: Construction of AC grid connection systems.” Additionally, the general tender documents are also dropped in this folder.

The project specific documents are stored in the respective subfolders “Vorauswahlphase/Selection Phase” of the folders “Lot 1 - Kaskasi II” and “Lot 2 - Gode Wind 3”

### 3.2 Structure of the contract

The contract is divided into three parts:

#### 1. Project contract

The project contract is the *first part* and constitutes the framework for all further contractual documents which are listed as an appendix or annex. You can find more information about the structure and hierarchy of the contract in the contract itself in Section 1.2.

#### 2. Appendices

The *second part* comprises the appendices. These are non-negotiable contractual documents which also form an applicable part of the project contract.


#### 3. Annexes

The third part comprises the annexes. This part consists of documents made available for negotiation by the client or which are to be created by the bidder within the framework of the provision of an offer. You can find more information about the creation of the annexes in Section 3.3.3 of this document.

### 3.3 Overview of the contractual documents which have been provided

#### 3.3.1 “AC Kabelsystem Projektvertrag” - project contract


The project contract published with the tender documents constitutes a non-binding proposal for a possible contract. We kindly ask you to revise this extensively in Track Change mode with regard to all points relevant to you and, in particular, to insert all your own required/desired alternative text suggestions (mark-up). The comments on the project contract must be made in German. You can find out more about in the procedural guidelines clause 4.1.

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### 3.3.2 Overview of the annexes in Negometrix (non-negotiable)

The annexes constitute the non-negotiable part of the contract. Comments to the annexes will not be accepted.


appendix	description
<b>k_Anhang A</b>	Allgemeine Anforderungen an das Projektmanagement
<b>k_Anhang B</b>	Pflichten der Parteien betreffend öffentlich-rechtlicher Genehmigungen und Gestattungsverträge
<b>k_Anhang C</b>	Allgemeine Leistungspflichten des AN für die Projektdurchführung
<b>k_Anhang C.1</b>	Offshore-Wetterlimitierungen gemäß k_Anhang C, Ziffer 2
<b>k_Anhang D</b>	Definitionen und Abkürzungen
<b>k_Anhang E</b>	Umwelt-, Arbeits- und andere SHE-Pflichten
<b>k_Anhang E.1</b>	SHE-Anforderungen
<b>k_Anhang F</b>	Nutzungsbedingungen, Geheimhaltungspflichten
<b>k_Anhang G</b>	Leistungsänderungen
<b>k_Anhang G.1</b>	Formblatt Leistungsänderung
<b>k_Anhang H</b>	Sonstige Vertragsbestimmungen

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### 3.3.3 Overview of the annexes in Negometrix (negotiable)

Offer documents from bidder, which apply for both projects (Kaskasi II and Gode Wind 3), only have to be submitted once. Project-specific offer documents have to be submitted as separate documents and have to be indicated in the heading.

Annex	description
<b>k_Annex 00</b> Abweichungsliste / Deviations list	Please insert deviations for the documents of k_Annex 01 here. Please note the instructions for completing the document in the spreadsheet „Clarification“.
<b>k_Annex 01</b> Leistungsbeschreibung / Scope of Work	The Scope of Work is divided into three parts:  Scope of Work Part A: General requirements including T-RVen Scope of Work Part B: Project-specific information including PDs and ANL Scope of Work Part C: Supply Services and Technical Specifications including SPEs and further explanatory documents. The realisation concepts regarding k_Annex 01 which have to be created by the bidders are to be assigned in structure of k_Annex 01 Teil C, RK (realisation concept). The assignment of the document heading has to be comprehensible according to the realisation concept.  Please document comments related to all parts of the Scope of Work including all annexes in Annex 00 and Annex 03. Please also refer to the corresponding and explanatory spreadsheets „Clarification“ of Annex 00 and Annex 03.
<b>k_Annex 02</b> Rahmenterminplan / Framework schedule	Please comment directly in the document and complement all required dates in Annex 02. In addition native files have to be submitted for the detailed contract time schedule.
<b>k_Annex 03</b> Annahmeliste / Assumption list	Please insert assumptions for the documents of k_Annex 01 here. Please note the instructions for completing the document in the spreadsheet „Clarification“.
<b>k_Annex 04</b> Genehmigungen / Approvals	Please comment directly in the document.
<b>k_Annex 05</b> Zahlungsmeilensteine / Payment Milestones	Please comment in color directly in this document.
<b>k_Annex 06</b> Muster-Abnahmeprotokoll/ Template Acceptance Report	This document is for information.
<b>k_Annex 07</b> Preisanpassungsregelung/ Price adjustment provision	Please comment / fill in the placeholders in color directly in this document.
<b>k_Annex 08</b> Muster-Bürgschaften/ Template-Guarantee	Please comment directly in this document.

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**k\_Annex 09**  
Preisblatt / Pricelist

Please fill in the pricelist completely and note the different spreadsheets and the indications on filling in the document. You can find out more about in the procedural guidelines in clause 4.3.

**k\_Annex 10** [non-existent]

**k\_Annex 11**  
Versicherungen/  
Insurance

Please comment directly in this document.

**k\_Annex 12** [non-existent]

**k\_Annex 13**  
Baugrunduntersuchungen,  
die der AG zur Verfügung  
stellt / Ground  
investigations provided by  
the client

Please comment directly in this document.

**k\_Annex 14** [non-existent]

**k\_Annex 15**  
SHE Dokumentation des  
AN/ SHE documentation  
of contractor

Please note the editing instructions for the SHE-RKen (realisation concepts) in this document.

**k\_Annex 16** [non-existent]

**k\_Annex 17**  
Reasonable Endeavours  
Criteria for Cable Burial

Please comment directly in this document.

**k\_Annex 18**  
Gemäß k\_Anhang A  
geforderte  
Realisierungskonzepte  
und mitgeltende  
Dokumente des AN sowie  
Realisierungsvorgaben  
des AG

Please note the editing instructions for the realisation specifications („PM-RV“) and realisation concepts („PM-RK“) by TenneT.

**k\_Annex 19**  
Mindestanforderungen an  
die Schlussrechnung/  
Minimum requirements for  
the final invoice

This document is for information. Please comment directly in this document if necessary.


**k\_Annex 20** [non-existent]

**k\_Annex 21** [non-existent]

**k\_Annex 22** [non-existent]

**k\_Annex 23**  
Phasen- und  
Segmentierungsplan

The main document provides information. Please comment directly in the list of supply performance in this document.


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**k\_Annex 24**

Mustervertrag zum  
Datenschutz (AVV)/ model  
contract for data  
protection (DPA)

Please add / comment directly the light blue marked sections („To be filled by processor“) in this document.



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#### 4 Specifications for the submission of your offer documents

The submission of your offer (Initial Offer) takes place entirely digitally via the Negometrix platform. Depending on the progress of the tender, your offer is to be uploaded via Negometrix within the respective phase (offer/offer verification/BAFO phase).

When uploading your offer, the following specifications are to be taken into consideration:

- The following documents are also to be submitted with the offer:
  - A cover letter
  - A structural breakdown of the offer
  - Document overview that lists all documents attached to the offer and document their revision statuses.
- The designations/file names specified by TenneT for the tender documentation must be used.
- The folder structure defined by TenneT within Negometrix should also be used in your offer in the same way.
- The entire offer, organised according to the specified folder structure, is to be provided in one or more zip file(s).
- In the event documents are revised, the respective revision status is to be marked, specifying the revision date, in order to facilitate clear assignment.


Further information can be find out in the procedural guidelines clause 4.

#### Specifications for submitting an offer for both lots

In the event that you wish to submit an offer for both lots, we would like to ask you to submit your offer documents in a comparable structure. In this case, it is not necessary for documents with the same content for both lots to be uploaded twice.

The following notes are to be observed:

- Observe the TenneT requirements in terms of naming the documents. This makes the assignment of the documents to the different annexes and realisation concepts simple. In the document title, in the event of use for just one of the two lots, "KAS" is to be added for Kaskasi II and "GW3" for Gode Wind 3. For documents which apply to both lots, "KAS-GOW3" is to be included in the title.
- In order to maintain an overview of all offer documents during the negotiations, TenneT will create a documents list for the offer documents. For this purpose, no additional documents can be included with PDF documents as annexes. Therefore, additional annexes are to be submitted as separate documents. A superordinate ZIP file may be used for this.
- Integration of the required technical realisation concepts in the structure of the contract (regarding folder: k\_Annex C\RK).

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**Important** for sending the **price list k Annex 9:**

For the transmission of the bid prices, the document “k\_Annex\_09\_Preisblatt” contained in the tender documents is to be used exclusively. The price sheet must only be uploaded within Negometrix and for each lot in the function field “Price lists”. The price sheet must be uploaded as an Excel document and as a signed PDF. Furthermore, the total price per lot must be entered in Negometrix in the respective entry field for the “Price list” function field.

The contractor may offer a discount in the event that it offers the best price on both lots.