

Lot 2 - CTV min. 20 knots & min. 24 PAX for German waters

Call for competition

15 Questions

The **Procedual guide** describes and specifies the information contained in the EU Notice on the award procedure and the requirements for the call for competition and the offer phase.

Please download the Procedual guide and the documents specified in the questions below and upload the completed and signed documents via Negometrix accordingly.

Important: The documents which are mandatory for you to provide have to be uploaded exclusively within the respective question/answer module of the questionnaire. Please do not submit documents by sending a message or by upload via "My documents". This may lead to exclusion from the tender!

For information and evidence which is not in English or German (e. g. certificates from foreign authorities), certified translations must be enclosed in addition to copies of the originals in the original language.

| Groups of questions | No of questions | KO's | Weight |
|---|-----------------|------|--------|
| 1.1. Suitability to pursue the professional activity, including requirements relating to en-rolement on professional or trade registers (section III.1.1) of the EU Notice) | 4 | 4 | |

Information on the Applicant/Member of the Bidding Consortium and the Bidding Consortium(Form A1 and, if applicable, Form A2)

1.1.1.KO

Q: 1.1.1. The applicant has to complete, sign, stamp and upload at the attached Form A1. If applicable as per the below (bidding consortium), Form A2 also has also to be completed, signed, stamped and uploaded.

The application as a bidding consortium is admitted. A bidding consortium is treated like an individual applicant (Section 50 para. 2 SektVO). If applicants are addressed in the tender documents, this also refers to the joint form of participation of a bidding consortium. In this respect, regulations which specifically are related to bidding consortia, exclusively use the term "Bidding Consortium."

1. Nomination of an Authorized Representative

The bidding consortium shall nominate an authorized representative for the conclusion and implementation of the contract and who signs **Form A1** to this information memorandum. The authorized representative shall be available to the contracting entity as the contact person of the bidding consortium in this tendering procedure.


2. Conditions for Evidence of Qualification

Members of the bidding consortium shall jointly complete the form "Statement of Bidding Consortium" (**Form A2**), which also names the authorized representative.

For the evaluation of the qualification all documents submitted by the bidding consortium will have to be considered.

Please complete, sign, stamp and upload the attached Form A1 and if applicable Form A2.

Attached documents:

| | | | |
|--|--------------------------|--|-------------------------|
|  CFC_A1-Company-info.docx 60 Kb | Download | | Preview |
|  CFC_A2-Consortium.docx 55 Kb | Download | | Preview |

Extract of commercial register

1.1.2.KO

Q: 1.1.2. Please provide an official up-to-date **extract of commercial register** (or similar), **not older than three months** at the time of expiry of the participation period for the applying company. For bidding consortia each member must provide the respective extract.

Self-declaration of no grounds for exclusion

1.1.3.KO

Q: 1.1.3. Please re-confirm **that no grounds for exclusion** under §§ 123, 124 GWB exist and provide the respective **self-declaration** using the attached form.

For bidding consortia each member must provide the respective self-declaration.

Attached documents:

 CFC_A3-Self-declaration.docx 74 Kb [Download](#) | [Preview](#)

Comprehensive company presentation

1.1.4.KO

Q: 1.1.4. Please provide a **comprehensive company presentation** including information about company structure/organization, ownership, main customers, and offered services as well as organizational chart including all company locations and showing the total number of FTE (full-time employees). In case of a consortium the structure of the consortium is to be presented, not the structure of each individual company.

1.2. Economic and Financial Standing (section III.1.2) of the EU Notice)

5

5

Annual turnover

1.2.1.KO

Q: 1.2.1. Evidence of economic and financial capacity shall be provided by the submission of **annual reports of the past 3 years**.

In particular, proof of a **minimum of an annual turnover of EUR 2,000,000.00** must be provided for the past three years.

Furthermore, the bidder must prove a **relevant turnover of more than EUR 1,000,000.00** per annum in the last 3 financial years. The turnover must originate from services that are comparable to the services to be provided.

In the case of a bidder consortium the aforementioned sales are based on the cumulative turnover of the consortium partners. For each individual bidder or consortium partner, the total turnover of the group is deemed to be 100% owned by the group parent company.

In addition to providing the annual reports please also complete the attached form A4 and upload accordingly.

Attached documents:

 CFC_A4-Turnover.docx 63 Kb [Download](#) | [Preview](#)

Insurance

1.2.2.KO

Q: 1.2.2. Please provide proof of existing **business liability insurance with a coverage of at least EUR 2,500,000 per claim** for property damage, personal injury and consequential loss (incl. duration of the insurance) or provide a statement to take such insurance in case of contract award.

Please confirm that all vessels to be utilized in the course of the contract will be properly insured with **Marine Hull insurance / Hull and Machinery insurance** up to the full value of the vessel and will have a P&I-insurance, or equivalent, with a **minimum cover of USD 10,000,000.00**.

Please confirm **existence of a workers' compensation and employer's liability insurance** to cover claims that are not covered by the insurance under P&I or similar, in accordance with legal requirements regarding your employees and other persons for which you could be held liable, if applicable, or confirm this is not required by legislation.

Statement of Reference to Qualification of Third Parties - Borrowing Qualifications (Eignungsleihe)

1.2.3.KO

Q: 1.2.3. An applicant, also as a member of a bidding consortium, may use the abilities of third parties (such as subcontractors and other external capacities) to prove the applicant's performance and expertise, regardless of the legal nature between the applicant and these third parties.

In case the applicant need to borrow/lend economic and financial abilities from other economic entities, even in the own Company group, the applicant has to complete the respective **Form A5** (Eignungsleihe).

*In case this is not applicable for your application, please complete, sign and stamp the attachment **Form A5** stating "not applicable" or "N/A" and upload accordingly.*

1. Conditions for evidence of qualification

Any third party whose qualifications are referred to and borrowed by the applicant to meet the minimum requirements set in the EU notice, is required to complete the form "Statement of Reference to Qualification of Third Parties" (**Form A5**), sign, stamp and submit it together with the bid of the applicant. In addition, that third party must demonstrate its economic & financial standing in accordance with the requirements set out in the EU Notice and the criteria defined in the questionnaires, using the forms provided by the contracting entity to the extent the applicant refers to.

Irrespectively, the third party, on whose qualification the applicant refers to, must also individually and completely prove his or her ability and permit to professional practice and the non-existing grounds for exclusion specified in Section 123 and Section 124 GWB (ARC - Act against Restraints of Competition / Competition Act).

2. Evidence of professional Performance

An applicant may only use the capacities of other economic entities to provide the required economic and financial performance if they provide the service for which those capacities are needed.

3. Review by the contracting entity

Within the scope of the qualification test, the contracting party reviews whether the third-party company, whose capacity the applicant wishes to use for the fulfillment of qualification criteria, really fulfills the corresponding qualification criteria and whether grounds for exclusion exist.

If the third party company does not fully meet the appropriate qualification criteria or if mandatory grounds for exclusion exist, the applicant must replace the third party company. The contracting entity reserves the right to demand the replacement of the third party company if optional grounds for exclusion exist, pursuant to Section 124 GWB (ARC). For that purpose, the applicant has a reasonable deadline.

4. Joint liability

The contracting entity requires that the applicant and the third party Company/Companies are jointly liable for execution of the contract in case of award in accordance with the scope of borrowing qualification(s), Section 47 para. 3 SektVO.

Please complete, sign, stamp and upload attached form accordingly.

Attached documents:

 CFC_A5-Borrowing-economical.docx 60 Kb [Download](#) | [Preview](#)

No insolvency

1.2.4.KO

Q: 1.2.4. By clicking "Yes" the applicant declares that no insolvency or similar proceedings have been instituted or the opening has been requested or the application has been rejected for lack of assets or a final confirmation of the insolvency administrator of the Bankruptcy Trustee that an insolvency plan (§ 258 InsO) is available.

Each member of a consortium has to complete the attached **form A6** and all completed forms are to be uploaded here accordingly.

Attached documents:

 CFC_A6-Insolvency.docx 63 Kb [Download](#) | [Preview](#)

Company not in liquidation

1.2.5.KO

Q: 1.2.5. By clicking "Yes" the applicant declares that the company is not in liquidation.

Each member of a consortium has to complete the attached **form A7** and all completed forms are to be uploaded here accordingly.

Attached documents:



1.3. Technical and Professional Ability (section III.1.3) of the EU Notice)

5

5

References

1.3.1.KO

Q: 1.3.1. Proof is required of experience in the area of the services to be awarded by stating **at least three** appropriate reference contracts/jobs executed in 2019 and 2020, which by type and difficulty are comparable to the service to be awarded (see Scope of Work (Annex 1)).

The applicant or the bidding consortium as well as the third party (in case of borrowing qualifications) must comply with the respective minimum conditions (name of client including contact person, start of the job, duration, contract amount and content of main service) in attached **Form A8**.
Attached documents:



Subcontracting

1.3.2.KO

Q: 1.3.2. Please state which parts of the contracts are intended to be awarded as subcontracts.

CTV checklist

1.3.3.KO

Q: 1.3.3. Please provide a **completed TenneT Confirmation of Certificates CTV checklist** for each vessel available on short notice in your own fleet or in direct access to your company (affiliated company, sub-contractor, consortium partner, third party) that can be utilized for TenneT in case of contract award and call-off. Clearly distinguish between own vessels and third-party vessels. Required is a **minimum of 2 CTVs complying with TenneT's requirements** so this means a minimum of 2 completed checklists should be provided. If operator offers more vessels, for each individual vessel a checklist has to be completed

Attached documents:



Vessel Datasheets

1.3.4.KO

Q: 1.3.4. Please provide **comprehensive datasheets for all suitable CTVs** as per aforementioned vessel list. With the datasheet, please provide **certified proof of minimum vessel speed of 20 knots (at 85% engine power) and 24 PAX** for each proposed vessel.

Statement of Reference to Qualification of Third Parties - Borrowing Qualifications (Eignungsleihe)

1.3.5.KO

Q: 1.3.5. An applicant, also as a member of a bidding consortium, may use the abilities of third parties (such as subcontractors and other external capacities) to prove the applicant's performance and expertise, regardless of the legal nature between the applicant and these third parties.

In case the applicant needs to borrow/lend technical and professional ability from other economic entities, even in the own Company group, the applicant has to complete the respective form (Eignungsleihe).

In case this is not applicable for your application, please complete, sign and stamp the attachment form stating "not applicable" or "N/A" and upload accordingly.

1. Conditions for evidence of qualification

Any third party whose qualifications are referred to and borrowed by the applicant to meet the minimum requirements set in the EU notice, is required to complete the form "Statement of Reference to Qualification of Third Parties" (**attached form A9**), sign, stamp and submit it together with the bid of the applicant. In addition, that third party must demonstrate its technical and professional ability in accordance with the requirements set out in the EU Notice, using the forms provided by the contracting entity to the extent the applicant refers to.

Irrespective, the third party, on whose qualification the applicant refers to, must also individually and completely prove his or her ability and permit to professional practice and the non-existing grounds for exclusion specified in Section 123 and Section 124 GWB (ARC - Act against Restraints of Competition / Competition Act).

2. Evidence of professional Performance

An applicant may only use the capacities of other economic entities to provide the required technical or professional performance if they provide the service for which those capacities are needed.

3. Review by the contracting entity

Within the scope of the qualification test, the contracting party reviews whether the third-party company, whose capacity the applicant wishes to use for the fulfillment of qualification criteria, really fulfills the corresponding qualification criteria and whether grounds for exclusion exist.

If the third party company does not fully meet the appropriate qualification criteria or if mandatory grounds for exclusion exist, the applicant must replace the third party company. The contracting entity reserves the right to demand the replacement of the third party company if optional grounds for exclusion exist, pursuant to Section 124 GWB (ARC). For that purpose, the applicant has a reasonable deadline.

4. Joint liability

The contracting entity requires that the applicant and the third party Company/Companies are jointly liable for execution of the contract in case of award in accordance with the scope of borrowing qualification(s), Section 47 para. 3 SektVO.

Please complete, sign, stamp and upload attached Form A9 accordingly.

Attached documents:

 CFC_A9-Borrowing-technical.docx 60 Kb [Download](#) | [Preview](#)

1.4.1.KO

Q: 1.4.1. Please acknowledge full access to all tender documents for Crew Transfer Vessels which can be found on the main page.

Please note that the tender documents are actually for use during the offer phase. At this step, bidders may use them to evaluate if the tender is of enough importance to participate in the tender process.

During early evaluation of the tender documents questions may arise with respect to topics which are not subject of the call for competition phase. Those questions will not be answered before the offer phase starts unless the questions are substantial for your decision on whether to participate in the tender or not.

Can you open all tender documents provided regarding the Call for Competition Phase (10 documents) (as per documents attached to above questions)?

01. CFC_A1-Company-info.docx
02. CFC_A2-Consortium.docx
03. CFC_A3-Self-declaration.docx
04. CFC_A4-Turnover.docx
05. CFC_A5-Borrowing-economical.docx
06. CFC_A6-Insolvency.docx
07. CFC_A7-Liquidation.docx
08. CFC_A8-References.docx
09. CFC_A9-Borrowing-technical.docx
10. Confirmation of Certificates CTV.xlsx

Can you open all tender documents provided regarding the Offer Phase (12 documents) (zip-file provided "CTV-lot-2-offer-phase.zip")?

01. Contract draft CTV Lot 2
02. Annex 01 - Scope of Work Lot 2
03. Annex 02 - Deviation List Lot 2
04. Annex 03 - Price Sheet Lot 2
05. Annex 04 - Authorised Call-Off Companies
06. Annex 05 - Operational SHE Requirements Offshore Germany 2.0
07. Annex 06 - Supplier Code of Conduct
08. Annex 07 - Operational Limits
09. Annex 08 - Vessel Announcement
10. Annex 09 - Design of Boat Landing and Maximum Impact Load
11. Annex 10 - Non-Disclosure Agreement
12. Annex 11 - Vessel Requirements DE

Last but not least, please acknowledge that you can open the "Procedural guide.pdf".

If you face any technical problems with the tender documents, please inform us immediately.