

Request for tenders (RTF) AMBER Smartphone Application

Date of release: 14 October 2016

Description of the goods and services to be procured

As part of the AMBER (Adaptive Management of Barriers in European Rivers) project a smartphone application is to be developed with which users can record barriers in the field. These recordings will serve to supplement the barrier atlas of Europe, which is also being produced as part of the AMBER project. For more information on the AMBER project, visit the website www.amber.international.

The complete requirements on the AMBER smartphone application are listed in the "AMBER Smartphone Application Requirements". Several highlights of the specifics* of the AMBER smartphone application are listed below:

- The smartphone application must function on iOS, Android & Windows.
- The application must record and submit data and store it in a backend system of Contractor and allow for data to be exported or imported from backend system into any other systems via API key;
- The app must feature:
 - An "Info" page;
 - A "Record obstacle" page;
 - A "My Records" page;
 - A verification feature;
- The smartphone application must be designed to incorporate (or be sympathetic to) existing project design style guidelines including AMBER logo and AMBER colour scheme.

**The summary of the specifics of the AMBER smartphone application only shows highlights of all the specifics listed in the "AMBER Smartphone Application Requirements". This does not constitute the entire list of requirements. Read the complete list of requirements of the AMBER smartphone application in the "AMBER Smartphone Application Requirements" before submitting a tender.*

Conditions of tender

In order to be eligible for entering the tendering process, organisations submitting a tender must:

- Be registered as a legal entity by the chamber of commerce in their respective country. Documents detailing this registration as legal entity must be submitted in support of the tender;
- Be financially viable to carry out the production of the requested service, including assistance over a 4-year period. Documents detailing this financial viability must be submitted in support of the tender;
- Have staff necessary to carry out the requested service. Documents detailing this capacity must be submitted in support of the tender;
- Be experienced in the development of smartphone applications. A Demonstration of experience in application development for smartphones must be submitted in support of the tender.



Information detailing the above mentioned can be submitted together with the tender document as appendices. In addition to the above mentioned, tender documents submitted must:

- Include pricing information, tenders are expected at around forty thousand Euros (€ 40,000.00) however, not necessarily limited to this amount;
- Include a time schedule of production and delivery, final delivery no later than July 2017**;
- Include a contact person for clarification or enquiries regarding the tender.
- Be signed by an authorised member of staff and include:
 - Date of signing;
 - Name & function of authorised member of staff;
 - Signature of signing authorised member of staff;

***More information on the schedule of production and delivery can be found in appendix 1 “AMBER Smartphone Application Specifics”.*

Organisations who have legally been found to be involved in criminal activities like the membership of a criminal organisation, bribe, fraud or money laundering will automatically be excluded from partaking in the tendering process.

Evaluation criteria

Once tenders have been submitted and received, they are evaluated. Evaluation will be performed by 3 staff members from the World Fish Migration Foundation. The evaluation is a 2-step process.

The first step is an initial compliance check of tenders against the criteria set in the “Conditions of tender” section. Besides the criteria referred to in the “Conditions of tender” section, the initial compliance check will also take into account if the tender and supporting documentation has been submitted in time.

In case the tender does not meet this initial compliance check, it is deemed as non-compliant. Depending on the date of submission 2 options remain;

1. If the tender is submitted before the 2th of November 2016, it will be returned to the tender, at the discretion of WFMF, for completion and resubmission within 2 working days. Or;
2. If the tender is submitted after the 2th of November 2016 no time for completion and resubmission remains and as a result the tender will be excluded from further consideration.

In the second step, tenders that have passed the initial compliance check will be considered against the tender evaluation criteria. The criteria that tenders will be evaluated on are:

- Technical content of the proposal, including:
 - The technical merits of your proposal;
 - Quality assurance requirements;
 - The risks or constraints associated with the proposal.
- The capability of your business to fulfil the requirements including:
 - technical and management competence;
 - financial viability and insurance;
 - relevant experience of organisation;
 - the relevant skills, experience and availability of key personnel;





- price-quality ratio, including:
 - price;
 - running costs & maintenance;
 - Warranty;
 - delivery times;
 - user-friendliness of system;
 - after-sales service;
 - technical assistance;
 - Wider benefits to the customer;

The scoring and weighing of each of the criteria can be seen in table 1 below.

Table 1: Evaluation criteria matrix

Criteria	Scoring	Weighing factor
Technical content		
Technical merits of proposal	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	3
Quality assurance requirements	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	2
The risks or constraints associated with proposal	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	2
capability of organisation		
technical and management competence	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	1
financial viability and insurance	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	1
relevant experience of organisation	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	1
relevant skills, experience and availability of key personnel	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	1
price-quality ratio		
Price	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	3
running costs & maintenance	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	2
Warranty	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	1
delivery times	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	2
user-friendliness of system	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	2
after-sales service	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	2
technical assistance	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	1
Wider benefits to the customer	1– 5 (1 = poor, 2 = fair, 3 = average, 4 = good, 5 = excellent)	1



Once the evaluation process has been completed, a tenderer will be selected, and notified of their successful tender before the 12th of November 2016. Other tenderers will be notified of their unsuccessful submission before the same date.

In the event that no suitable candidate can be selected on the basis of this request for tenders, the request for tenders will be reopened and advertised on a broader level.

Submission content and format

Please adhere to the following restrictions on tender document format and length:

- The tender document must be submitted in pdf format;
- The tender document must not be longer than 5 pages, not including appendices.

Process rules and information

The following rules apply:

- This request for tenders has been made public on the website of the Horizon2020 AMBER project.
- Tender and supporting documents must be submitted via e-mail to Joost van Deelen (Joost@fishmigration.org) before the 5th of November 2016.
- Once the evaluation process has been completed, the winning tender will be selected, and the candidate notified of their successful tender before the 12th of November 2016. Other tenderers will be notified of their unsuccessful submission before the same date.
- Upon selection and notification of the winning tender, the selected candidate and the World Fish Migration Foundation will have a meeting to finalise the procurement of the goods and services;
- Selection and notification of the winning tender does not demand the World Fish Migration Foundation or the selected candidate to engage in a contract for the procurement of the goods and services.

For more information on the tendering process, contact Joost van Deelen (Joost@fishmigration.org)

Conditions of Contract

The contract between the selected candidate and the World Fish Migration Foundation will be on the basis of subcontracting.

Ownership of the final product will reside with the World Fish Migration Foundation, this includes all copyrights and patents associated with the product.

Additional conditions of contract

This procurement receives funding under the European Union's Horizon 2020 research and innovation programme under the grant agreement No # 689682. The EU is however not participating as a contracting authority in this procurement. The World Fish Migration Foundation is the contracting authority.

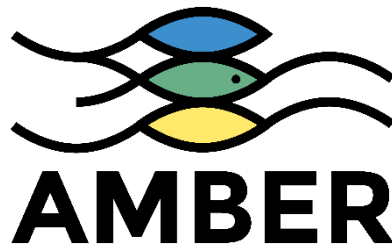




As a result of the funding received under the European Union's Horizon 2020 research and innovation programme under the grant agreement No # 689682, the following conditions will be included in the contract between contractor and contracting authority:

- The Commission/Agency, the European Court of Auditors (ECA) and the European Anti-Fraud Office (OLAF) have the right to carry out checks, reviews, audits and investigations on the contractor.
- The Commission/Agency has the right to make an evaluation of the impact of the action.

The final conditions of the contract will be drafted after the winning tender has been selected and announced.



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