

# Nota tender for 1,000,000 CD-R 80/700MB

## **Information**

Deadline for tender: November 4<sup>th</sup> 2019 at 12:00 noon (GMT)

Type of tender: Purchase of goods

Pursuant to § 191 of the Act on invitation to tender for public and officially supported contracts (Tender Act), the following is advertised:

1. Nota - Danish National Library for Persons with Print Disabilities requires a tender for approximately 1,000,000 pieces of CD-R 80, 700 MB.
2. Please contact Per Nis-Hansen if you have any questions. Contact information for Per Nis-Hansen is:  
E-mail: [pnh@nota.dk](mailto:pnh@nota.dk)
3. The tenders must be received by November 4<sup>th</sup> 2019 at 12:00 noon (GMT).
4. We ask you to send your tender to Per Nis-Hansen at the above stated address.
5. Approval of the CD-R:
  - 5.1. The CD-R must have a white surface suitable for thermal transfer printing.
  - 5.2. The CDs must be usable in the Nota production system. The Nota production system consists of a mix of the following RIMAGE systems: "Producer 8100N" and "Producer 8200N". All systems are equipped with RIMAGE thermal transfer printers of type "Rimage Prism III"
    - 5.2.1. The potential tenderer shall submit a minimum of 1,200 CD-R of a single type for internal testing at Nota, Axeltorv 6, 4900 Nakskov, Denmark. The CD-R shall be delivered free of charge and in original packaging. The minimum number of CD-R per packaging unit shall be 100 pieces on spindle.
    - 5.2.2. Nota will perform a test production using the submitted 1,200 CD-R and collect information about errors occurring during production. Errors are categorized in the following categories: "Burning errors", "RIMAGE transporter handling errors", "Printing errors" and "Other errors". The total error rate in the test production must not exceed 4%. Furthermore the general handling of the CD-R will be taken in to consideration – i.e. the unpacking of the spindle, whether the CD-R is slippery etc.
    - 5.2.3. Each potential tenderer may submit a maximum of two types of CDR.
    - 5.2.4. Nota requires a period of one week to perform the test production. Potential tenderers must therefore submit CD-R so that Nota receive the CD-R at least one week before (October 28<sup>th</sup>) the deadline for tender.
  - 5.3. Suppliers, who wish to offer the CD-R currently used by Nota, may also submit their tender for this CD-R type without complying with the above described procedure for approval of the CD-R. However, all other conditions shall apply for such suppliers.

- 5.4. The CD-R currently used at Nota is Ritek CD-R 80 (52X) thermo white full surface per 100 spindle
6. The supplier shall pay all costs in connection with the tendering irrespective of the result of such tendering.
7. Terms of delivery:
  - 7.1. The CDs must be packed on EUR-pallets, stacked in a height of between 155 and 165 cm. There must be a minimum of 100 pieces on spindles per packing unit.
  - 7.2. Delivery must take place in batch sizes between 300,000 and 400,000. The first delivery must take place no later than November 29<sup>th</sup> 2019 and the following no later than March 31<sup>st</sup> 2020. The final delivery must be completed no later than July 31<sup>st</sup> 2020. The time between two deliveries may not be less than 3 months without acceptance by Nota. The delivery address is: Axeltorv 6, 4900 Nakskov, Denmark.
  - 7.3. The tenderers general terms of conditions will not be a part of the contractual basis.
  - 7.4. Upon delivery random samples will be taken from each pallet. These samples will be tested in Nota's production system. The error rate in this test must not be substantially higher than the error rate found in the procedure for approval of participation. If the error rate is substantially higher, the complete supply will be returned on the supplier's account. Suppliers who have submitted a tender for the type of CD-R currently used at Nota as described in 5.4 above should be advised that the required error rate for this type CD-R has been tested to be less than 0.1 %.
8. Quotes:
  - 8.1. All costs in connection with delivery, unloading, insurance, handling, taxes, etc. must be included in the quoted price for the tender.
  - 8.2. When submitting his tender, the tenderer shall enclose a duly signed affirmed stating in writing whether the tenderer has unpaid, due public debts.
9. Selection process:
  - 9.1. Among the tenderers who comply with the above stated criteria the tenderer with the most advantageous price will be selected.
  - 9.2. The selection process will be finished no later than November 8<sup>th</sup> 2019 and tenderers will be informed of the results by this date.