**ADVERTISEMENT OF SOLUTION TO AUTOMATED PRODUCT INFORMATION CAPTURING**

# PURPOSE

Danish Safety Technology Authority (hereinafter referred to as the "contracting authority") requires the development of a solution concerning automated product information capturing.

The contracting authority hereby invites interested eligible companies to submit offers for the solution of this task.

# SCOPE OF THE TASK

The advertisement includes the procurement of a solution to automated product information capturing. The task is described in more detail in Annex 1.

# PERSONAL DATA

The contracting authority processes personal information in connection with receiving offers, typically contact information for one or more employees of the bidder. The General Data Protection Regulation grants rights to the registered, and the contracting authority’s processing of personal data are described in the privacy notice at <https://www.sik.dk/om-os/sik/privatlivspolitik-og-gdpr/privatlivspolitik-paa-sikdk>.

Together with the offer, the bidder is requested to submit a declaration of notification of processing of personal data in connection with the advertisement process, cf. Annex 3. The declaration is requested completed and signed by the bidder.

# PROCEDURE FOR THE ADVERTISEMENT

The contracting authority advertises the task in accordance with Title IV of the Danish Public Procurement Act, as the contracting authority has determined that this contract has a clear cross-border interest.

The process for submitting offers is organised as shown below.

## **Advertising material**

The material that forms the basis for the submission of offers consists of the following:

* 1. Advertising conditions (this document)
  2. Annex 1 - The contracting authority’s description of the task
  3. Annex 2 - The contracting authority’s draft contract
  4. Annex 3 – Template for declaration of notification of personal data

## **Submission of offers**

The bidder must prepare a written offer. Only one offer may be made per bidder.

Offers must be received no later than Friday, September 25 2020, 12 pm. Offers received after this date will not be considered.

Offers must be submitted in writing to [Sik@sik.dk](mailto:Sik@sik.dk).

The offer must include descriptions in relation to the award criteria below, and the offers will subsequently be assessed based on these criteria.

The offer and all related material shall be in Danish or English.

The bidder must abide its offer for 3 months after the deadline for submission of offers.

The bidder’s costs associated with submitting the offer are irrelevant to the contracting authority, also if the contracting authority decides to cancel the advertisement without awarding a contract.

The contracting authority is not obliged to return the offers to the bidders.

* 1. **Negotiation**

The contracting authority reserves the right to negotiate on the basis of the offers received.

## **Contract award**

In awarding the contract, the contracting authority will place emphasis on the following three criteria.

Price: The task has a maximum price of DKK 1,000,000 exclusive of VAT. The bidder shall provide a fixed price for the task. It will be weighted positively that the offered price is as low as possible compared to the maximum price.

Quality:

The bidder must describe the property of the offered product in relation to functionality and operational stability. The quality must as a minimum live up to the requirements in the requirements specification cf. annex 2. Positive importance is attached to the better functionality the product has in relation to collecting product information. Including the amount of information collected, the reliability of the collection and manual time saving.

Delivery time:

The bidder must state the delivery time in calendar days from the signing of the agreement to delivery. It will be weighted positively that the expected delivery time is as short as possible.

# EVALUATION OF OFFERS

After the deadline for submission of offers, the contracting authority will evaluate the received offers on the basis of the above mentioned award criteria and decide, to which bidder to award the contract.

The contracting authority will conduct an overall assessment of the above criteria. The criteria must not be regarded as being mentioned in order of priority.

All the bidders will be notified simultaneously, and as soon as possible, of the decision regarding the contract award. The contracting authority intends to conclude the contract following the award decision.

## **Contract conclusion**

The contract will be concluded on the basis of the draft contract in Annex 2.

The contract sets out the obligations and rights that will apply between the parties in connection with the performance of the task covered by this advertisement. It should be noted that the substantial terms of the draft contract cannot be changed.

The bidder’s standard terms and conditions will not form part of the contract basis.

# QUESTIONS

Any questions about the material or process may be addressed in writing to René Bitsch Petersen, Rbp@sik.dkno later than Thursday, September 24 2020, 12 pm. Questions received after this date will not be answered.

Questions will be answered in writing and as soon as possible after they are received.

Both questions and answers will be uploaded in anonymized form to [www.udbud.dk](http://www.udbud.dk).

# CONTACT INFORMATION

The contracting authority is:

Danish Safety Technology Authority

Esbjerg Brygge 30, 6700 Esbjerg

Contact person: René Bitsch Petersen, Rbp@sik.dk.

# TIMETABLE

The advertisement is expected to be completed according to the timetable below. It should be noted that the contracting authority reserves the right to make changes. Bidders will be notified of such changes.

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| Monday, August 24 2020 | Advertisement on [www.udbud.dk](http://www.udbud.dk) |
| Thirsday, September 24 2020, 12 pm | Deadline for asking questions |
| Friday, September 25 2020, 12 pm | **Deadline for submission of offers** |
| Weeks 40-41 | Expected provision of notifications regarding the award decision to bidders |
| Weeks 43-44 | Contract signing and eventual kick-off meeting |