CALL FOR TENDER OF BACKGROUND ANALYSIS ON CIRCULAR ECONOMY REGARDING SSC THAILAND

1. PURPOSE

The Danish Environmental Protection Agency (hereinafter referred to as the "contracting authority") requires the performance of a task concerning the execution of analysis of the treatment of end-of-life tires regarding environment, market, economy and system.

The contracting authority hereby invite interested, suitable companies to submit offers for solving this task. The client's requirements for suitability can be found in the advertisement at www.udbud.dk.

1. SCOPE OF THE TASK

The advertisement includes the procurement of consultancy report regarding analysis of the treatment of end-of-life tires regarding environment, market, economy and system. The task is described in detail in Annex 1.

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://eng.mst.dk/about-us/the-personal-data-policy-of-the-environmental-protection-agency/> .

Together with the offer, the bidder is required 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.

1. PROCEDURE FOR THE CALL FOR TENDER

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 follows the order shown below.

## Advertising material

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

1. Call for tender (this document)
2. Annex 1 - Terms of Reference
3. Annex 2 – Draft contract
4. Annex 3 – Notification of processing of personal data

## Submission of offers

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

We imagine an offer of 15 pages excluding CVs (1 page per person). Pages beyond the maximum number will not be included in the evaluation. In the event that more than the specified number of pages are submitted, only the first 15 pages will be considered.

Offers must be received no later than the time described in section 8 Timetable. Offers received after this date will not be taken into consideration.

Offers must be submitted in writing to Helle Antvorskov, e-mail heant@mst.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 must be in Danish or English.

The bidder must abide its offer for one 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

To award the contract, the contracting authority will evaluate the received offers on the following criteria:

The professional competences of the performing team (50%)

The bidder must submit CVs containing the relevant professional qualifications and experience of the participants in the team, which will be responsible for the performance of the task. The bidder should submit CVs. Each CV can maximum consist of one pages. It will be weighed positively that the team responsible for the performance of the task has experience with solving similar tasks. In addition, the bidder should submit a prioritized reference list with information on similar projects within the last 5 years.

The bidder must send an overview of how many hours each employee will spend on the project as well which tasks each employee will work on.

In the valuation of consultant, the following qualifications are emphasized (50%):

* Knowledge of extended producer responsibility systems in the EU preferably with a focus on tires as well as knowledge of the Danish fee and subsidy scheme.
* Industry and material knowledge within tires, end-of-life tires and product made from end-of-life tires as well as reprocessing technologies and plants (pyrolysis, granulation, retreading).
* Prior knowledge of which actors (companies or/and organisations, etc.) can contribute nuanced knowledge to the task solution.
* Experience with data collection through interviews or questionnaires which can be translated into quantitative estimates for market conditions.
* Experience with market research, forecast analysis and financial impact analyses.

Regarding information about any subcontractor or binding cooperation, it will be considered positive that the tender(s) operates in Denmark and in one or more EU countries, which are considered good representatives of various systems for extended producer responsibility on tires, for instance in Sweden and Germany.

Performance of the task/approach/method (50%):

The bidder must describe how they will approach the subtasks. Describe an overall plan for the performance of the project, including proposed solutions, procedure and method that will be used to carry out concrete parts of the task. In addition, the resource allocation between subtasks must be defined. The plan shall include a description of the data basis. The tenderer must describe what type of data is collected and how this data supports the objectives of the subtasks. In addition, the tenders describe how data is provided and with what degree of detail and quality data is expected to be collected for the three sub-tasks. It will be weighted positively in the assessment of this criterion that the description as far as possible meets the contracting authority’s needs as described in the task description.

1. EVALUATION OF OFFERS

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

In order to assess the most advantageous offer, the criteria will be assigned a score from 0-5, where 5 is the best, cf. the point scale below:

5: Best possible fulfillment

4: Good/very satisfactory fulfillment

3: Average/satisfactory fulfillment

2: Less satisfactory fulfillment

1: Insufficient fulfillment

0: No response

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.

1. QUESTIONS

Any questions about the material or process may be addressed in writing to Helle Antvorskov at [heant@mst.dk](mailto:heant@mst.dk) no later than the time described in section 8 Timetable. 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 send anonymised to all bidders

1. CONTACT INFORMATION

The contracting authority is:

The Danish Environmental Protection Agency

Tolderlundsvej 5, 5000 Odense C

Contact person: Helle Antvorskov, heant@mst.dk.

1. 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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| Friday 5 of July 2024 | Call for tender |
| Thursday 8. August 2024 at 12.00 noon | Deadline for asking questions |
| **Thursday 15. August. 2024 at 12.00** | **Deadline for submission of offers** |
| Thursday 22. August 2024 | Expected notification regarding award decision |
| Tuesday 27. August 2024 | Contract signing and kick-off meeting (tentative) |