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# Tender announcement

Pasaia, 3 February 2023

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## 1. OBJECT

The AZTI Foundation announces the opening of a public tendering procedure for **the "mechanical workshop service for maintenance and repairs"**.

The purpose of this tender is to select a supplier for the following tasks.

- Boilermaking.
- Design, development and assembly of structures and profiles.
- Joints and welding.
- Repair of metallic, hydraulic, pneumatic, etc. structures.
- Conditioning and adaptation of moorings, equipment and marine systems.
- General mechanics.

## 2. LENGTH OF SERVICE

The duration of the contract shall be **36 months (3 years)** from the date of signature of the contract (scheduled for 20 April 2023). Once the term has been reached, the Contract shall be automatically extended, unless either Party decides otherwise in writing to the other Party one (1) month prior to the expiry of the initial term or any of its extensions. The Contract including its extensions shall not exceed five (5) years.

## 3. ECONOMIC TENDER

The maximum economic offer that will be accepted for this tender is **forty euros per hour of labour (€40.00) of the most highly qualified employee**, taxes not included.

Invoicing will take place at the conclusion of each service, and invoices will be paid within 60 days of the date of issue.



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#### 4. ASSESSMENT CRITERIA FOR PROPOSALS

The proposals received will be assessed on the basis of the following criteria:

|                      |     |
|----------------------|-----|
| Economic offer       | 50% |
| Technical adjustment | 30% |
| Improvements         | 10% |
| Delivery time        | 5%  |
| CSR policies         | 5%  |

#### 5. PRESENTATION OF THE PROPOSALS

Bidders may submit their proposals to the attention of Irati Velez at the e-mail address [ivelez@azti.es](mailto:ivelez@azti.es) and at any of the AZTI centres, from the time of publication of this announcement on the AZTI Foundation website, **until 12.00 noon on 15 March 2023**.

Proposals can be submitted in Spanish, English or Basque.

Tenderers may contact the following address for further **technical information**:

AZTI

Jose Mari Emezabal

Tel. 34 658 758 167

Mail: [jemezabal@azti.es](mailto:jemezabal@azti.es)

#### 6. AWARD

Once the offers have been received on the date indicated for their presentation, within 15 working days, the result of the tender will be published on the AZTI Foundation website.

#### 7. CONDITIONS DE RECRUTEMENT



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- The selected entity, during the time that the service relationship with AZTI lasts, must comply with the regulations in force on labour matters, Social Security and Health and Safety at Work, being subject, if applicable, to carry out the coordination of business activities in accordance with RD 171/2004 according to the procedure and specifications established (available at <https://www.azti.es/en/recruitment-rules/>)
- In any case, and independently of any other documentation, the selected entity must present, before the formalization of the contract, a certificate that proves that it is up to date with the fulfillment of its tax and social security obligations.
- The selected entity must present the necessary documentation to formalize the contract within a period not exceeding 20 days from the award. Or the documentation, the selected entity must follow the Internal Contracting Regulations published at [www.azti.es](http://www.azti.es)
- In addition to the technical and administrative conditions, AZTI will positively evaluate those suppliers who demonstrate that they maintain policies on Quality, Health and Safety, the Environment, Sustainable Mobility, as well as Corporate Social Responsibility.

The supplier shall include in its proposal those documents or records that allow verification of these policies (quality and environmental certificates, documentation relating to actions in matters of social responsibility, etc.)

## 8. GENERAL DATA PROTECTION REGULATION

Person in charge: Identity: FUNDACION AZTI - AZTI FUNDAZIOA - CIF: G48939508 Postal address: TXATXARRAMENDI UGARTEA Z/G SUKARRIETA (BIZKAIA) Telephone: 946574000 e-mail: [lopd@azti.es](mailto:lopd@azti.es).

“From FUNDACIÓN AZTI we treat the information you provide us with the purpose of placing your order and billing for services and maintaining commercial relations. The legal basis for the processing of your personal data is our legitimate interest in maintaining commercial relations and carrying out the provision of services, being strictly necessary for this purpose. The data provided will be kept as long as the commercial relationship is maintained or for the years necessary to comply with legal obligations and, once the relationship has been resolved, to the extent that liabilities may arise. The data will not be transferred to third parties except in cases where there is a legal obligation, as well as to those providers of technical and computer services and auditing. Under no circumstances will we carry out international transfers of your personal data. You have the right to obtain



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confirmation as to whether or not FUNDACION AZTI - AZTI FUNDAZIOA is processing your personal data. Therefore, you have the right to access your personal data, rectify inaccurate data or request its deletion when the data is no longer necessary, as well as to exercise your right to oppose, limit or transfer your data, under the terms provided for in the applicable data protection regulations, by writing to the above-mentioned address. You may also lodge a complaint with the competent supervisory authority”.

## 9. TECHNICAL REQUIREMENTS

In addition to their financial bid, tendering companies must submit a document on paper or in electronic format (word or pdf) with a description of their means, facilities, personnel, experience, approvals, etc., which will enable a correct opinion to be formed on their capacity to meet the requirements of the work to be contracted.

In order to assess the technical bids, the document will be structured in the following blocks:

- Compliance with the minimum requirements demanded.
- Means, personnel, equipment, experience, etc., contributed to this contract and which are of interest for the evaluation of the technical bid.
- Other aspects not contemplated in these specifications that the bidder wishes to provide, and which could be evaluated in the quality of the Technical Offer and/or considered as Improvements.
- The selected entity shall guarantee the confidentiality of the work carried out.
- In order to ensure the execution of the work and to allow for greater agility in defining and carrying out the work (especially in emergency situations), the supplier must include in its offer a contact person to represent it and describe the channel of communication with this person (at least mobile phone and email). For its part, AZTI will provide the supplier with a contact person as the main interlocutor.



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- The bidder must explain the acceptance of the minimum conditions required in these specifications and clearly detail the means and mechanisms that it places at AZTI's disposal for the fulfilment of the tasks contained in these specifications. Similarly, in order for the offer to be taken into consideration, the human and technical resources made available for the fulfilment of all the aspects included in the proposal must be specified.
- AZTI reserves the right to request clarifications or complementary information on the proposals received. However, in the event of a tie in the evaluation of the proposals received, the quality of the offer and technical solvency (list of works similar to those described carried out in the last three years with certificates of good execution) will be the elements of the final decision.