

Part A Descriptive Document

European tender for a Full Mission
bridge simulator for STC Group
according to the public procedure

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Appendices

Part B Tendering conditions;

Part C TenderNed Six steps to bidding for public procurement contracts online;

Appendix 1A European Single Procurement Document (ESPD);

Appendix 1B Reference Declaration;

Appendix 2 Price sheet;

Appendix 3 Statement of Requirements;

Appendix 4 Guideline for maritime simulators;

Appendix 5A Model Contract;

Appendix 5B ARBIT 2018.

1. PREFACE

1.1 General

This descriptive document, "Part A", concerns the public tendering procedure for full mission bridge simulators for STC Group, hereinafter referred to as the contracting authority, with tender number R0000825.

This tender will be completely digital using the tender platform TenderNed. This means that:

- the tender documents are made available via TenderNed;
- companies can obtain further information via TenderNed;
- bids from Tenderer must be offered via TenderNed;
- correspondence regarding the awarding of the contract will take place via TenderNed.

PLEASE NOTE: TenderNed has been using eHerkenning since 20 December 2014 for registering contractors. From 1 July 2015, logging in and registering with eHerkenning is also mandatory for company users.

The Public Procurement Act 2012 (Bulletin of Acts and Decrees 2016, 243) (Aanbestedingswet 2012 (Stb. 2016, 243)) applies to this tender.

Reading Guide

This descriptive document, "Part A", contains a description of the contracting authority and the tender (Chapter 1), all information that the tenderer needs to submit a bid, such as the tender procedure (Chapter 2), contractor requirements (Chapter 3), contract requirements (Chapter 4) and the procedure for the evaluation of bids and award (Chapter 5). The tenderer will find the conditions that apply to this tender in "Part B", and the tenderer will find information concerning the use of TenderNed in "Part C".

1.2 Description of the tendered services

STC Group is developing in all aspects of maritime and logistics education, training, consultancy and uniquely applied research utilizing simulators. With more than 7,000 participants and students, STC Group is the largest trainer in the field. Some specialist courses are provided only by STC Group. The use of practical sessions, simulators and training vessels in combination with effective teachers guarantees the effectiveness of our courses and training. The recognition of our graduates by companies at the top of their profession is proof of the quality of our approach. The institute is recognized worldwide as a partner for education, training and advice in the maritime, transport, logistics and industrial complex. For more information about STC Group, see <https://stc-group.nl/>.

1.3 Description and purpose of the tender

This project aims to purchase, install and implement a bridge simulator complying to the requirements for a Nautical bridge simulator as set by the Netherlands Shipping Inspectorate (NSI) in the Guideline for Maritime simulators (see appendix 4) and requirements as set by DNV in the standard for Maritime simulator systems (DNV-ST-0033 edition June 2021 or newer). This simulator is to be installed at STC Group location Katwijk, the Netherlands. An additional delivery of a second identical setup at STC Group location Stellendam, the Netherlands, is an option.

These full mission bridge simulators will be used during the education of Maritime Officers all ships, Officer / Engineer of the Watch (<3000GT / 3000kW) and Officer of the Watch (<500GT) on a senior secondary vocational level (MBO). Optionally, students in the Fishery track may train some fishing operations on these simulators as well.

The contracting authority intends to conclude an agreement with one (1) contracting party that can meet the contracting authority's needs as set out in section 1.3.2.

1.3.1 Current situation

STC Group has several bridge simulators located at all its locations in the Netherlands where Maritime education is executed. Currently, the locations Katwijk and Stellendam each have a room with eight (8) DNV Class C desktop bridge simulators and a setup consisting of one (1) larger bridge simulator from Simutech Electronics with an instructor station. Each Simutech bridge is also equipped with software and hardware equipment for fishing operations.

1.3.2 Desired situation and subject and description of the contract

The current larger bridge simulators in Katwijk and Stellendam are nearing their end-of-life. As these simulators are also used for the execution of required practical exams, they need to be replaced. These bridge simulators should comply to requirements as set by both the Netherlands Shipping Inspectorate (NSI) in the Guideline for Maritime simulators (see appendix 4) as well as to requirements as set by DNV in the standard for Maritime simulator systems (DNV-ST-0033 Edition June 2021 or newer). The setups will consist of either a single bridge simulator with an instructor station or two bridge simulators with an instructor station. Both setups are requested and after the provisional award a decision will be made which of the two types is to be purchased.

Training of the students takes place in a full mission simulator setting where teachers and instructors are able to prepare exercises, monitor students and give feedback. Part of this contract is also the training of teachers who will work with the simulator and the supply of several sailing areas and ships. A single training course for up to eight (8) instructors will be executed directly after delivery on location in Katwijk.

Because of the distribution of students over both locations, the simulator setup in Katwijk will be replaced immediately as part of this tender. Replacement of the simulator setup in Stellendam by a one of the possible requested setups may be executed at a later date, but within 2 years after installation in Katwijk has finished.

A maintenance agreement is to be in effect for two (2) years after the warranty period of the delivered hardware has expired. This maintenance agreement shall include at least remote support, updates of the (simulation) software and spare parts for hardware specific to the simulator. After the first two (2) years, this agreement will be extended on a yearly basis until the reasonable end-of-life of the simulators, with a notice period of three (3) months.

As an optional extension of the bridge simulators, the possibility to train certain fishing operations may be delivered. This will allow STC Group students in the Fishery track to also train these types of operations on the simulator, additional to the navigation training.

Through this tendering procedure, the contracting authority wishes to enter into an agreement with one (1) supplier that has submitted the best value for money for the purchase and maintenance of up to two (2) bridge simulators. The intended effective date of the agreement is 6 November 2021. This date is a target date. No rights can be derived from this. The draft agreement is included in Appendix 5A Draft Agreement.

Goals

Tenderer's bid must contribute to the realization of the following objectives set by the contracting authority:

- Educate and assess STC Group students in Maritime/STCW (navigation) topics;
- Optionally: educate STC Group students in Fishing topics.

Scope

To summarise, included in the scope of this tender are:

- Delivery and installation of one (1) Full Mission bridge simulator with one (1) instructor station to be installed in Katwijk, the Netherlands (hardware and software);
- Delivery of a number of vessels and sailing areas;
- Training of instructors in operating all delivered modules of the simulator, directly after delivery, in Katwijk;
- A maintenance agreement;
- Optional: Delivery and installation of one (1) Full Mission bridge simulator with one (1) instructor station to be installed in Stellendam, the Netherlands (hardware used and software installed identical to the simulator in Katwijk) on a later date but within 2 years after installation of the setup in Katwijk;
- Optional: Delivery and installation of a fishery module (software and hardware).
- Optional: Delivery and installation of two (2) smaller Full Mission bridge simulators with one (1) instructor station **instead** of one (1) Full Mission bridge simulator to be installed in Katwijk, the Netherlands

Explicitly excluded from the scope of this tender:

- Maintenance & spare parts of simulator-specific equipment will exclude standard PC's, monitors or peripherals such as keyboards and mice. STC Group will be responsible for these during the further lifespan of the simulator and will purchase replacements in collaboration with the supplier.

For further explanation of the contract, see Appendix 3 Statement of Requirements, Appendix 5A Model Contract and Appendix 5B ARBIT 2018.

1.3.3 Tender method

1.3.3.1 Choice of procedure

For the following reasons, it has been decided that an open procedure will be followed:
The estimated value of the present framework agreements exceeds the threshold amount of € 214,000 for the performance of European tenders for deliveries and services. This means that, in principle, every interested market party within Europe, both international

and national operations as well as local and regional SMEs, can submit an entry for this contract. The contracting authority expects that fewer than ten (10) companies will submit bids. The public procedure was chosen in consideration of the request of the contracting authority and the supply from the market. In this, companies will have the benefit of direct access to the requirements and wishes of the contracting authority. They can use this access to determine whether they wish to register for this tender. In addition, using a different procedure would be expected to result in higher rather than lower charges for the tenderers and the contracting authority.

1.3.3.2 Lot division

The tender is not divided into lots. The following aspects are of critical importance:

- by contracting with only one (1) supplier, there is a clear line of communication, and the efficiency of the products is thereby increased;
- this consolidation concerns services that are logically correlated and inextricably linked.

1.4 Contract party, contact persons and complaint processing

1.4.1 Contract party

The contracting authority is the customer and is responsible for the substantive aspects in this European tendering procedure. A project team has been formed for this European tender.

1.4.2 Contact persons

Below are the contact persons at the contracting authority for this tender.

STC Group			
<i>Process supervisor</i>	Michael van der Kaaij	<i>Position:</i>	Purchaser
<i>Telephone number</i>	+31 622398426	<i>E-mail address</i>	Via the messaging module on TenderNed
<i>Substitute</i>	Daphne van Bruggen	<i>Position</i>	Purchaser
<i>Telephone number</i>	+31 651099847	<i>E-mail address</i>	Via the messaging module on TenderNed

TenderNed	For technical questions about the tender platform*		
<i>Contact person</i>	Servicedesk TenderNed	<i>Position</i>	TenderNed service desk
<i>Telephone number</i>	0800 836 33 76	<i>E-mail address</i>	servicedesk@tenderned.nl

* For example, if Tenderer fails to log in or submit documents.

1.4.3 Complaint processing

The contracting authority has opted to set up a complaints desk for any complaints relating to this tender.

The procedure followed will be as indicated in the final version of "Handling complaints during tendering". For the content of this regulation see:

<http://www.rijksoverheid.nl/bestanden/documenten-en-publicaties/regelingen/2013/03/07/klachtafhandeling-bij-aanbesteden/klachtenafhandeling-definitief.pdf>

The candidate can submit any complaints they might have in accordance with the provisions in part 1 of the aforementioned "Complaints procedure for tendering", and only by means of a message via the messaging function in TenderNed. Please state clearly in the message that this is a complaint regarding this tender. Your complaint will be handled in accordance with the provisions in III.4 as included in part 1 of the aforementioned "Complaints handling in tendering". Handling of Tenderer's complaint will take place in accordance with the provisions in III.4 as included in part 1 of the aforementioned "Complaints handling in tendering".

This complaints procedure is not intended for use in obtaining any necessary clarifications with regard to the provisions in these tendering documents. For this, Tenderer can ask questions as described in section 2.1 of this selection guideline.

1.5 Timetable

The timetable of the tender is included below. The dates shown in **italics and in bold** are definitive and are therefore strict deadlines unless otherwise stated in writing by the contracting authority. Other dates are indicative and are not binding.

August 23, 2021	Publication date The descriptive document, including attachments, will be made available on the tender platform
<i>September 6, 2021 09:00 a.m.</i>	<i>Closing deadline for submitting questions regarding this descriptive document</i>
September 13, 2021	Target date for making the Note of Information 1 available
<i>September 20, 2021 09:00 a.m.</i>	<i>Closing deadline for submitting second round of questions</i>
September 27, 2021	Target date for making Note of Information 2 available
<i>October 5, 2021 09:00 a.m.</i>	<i>Deadline for tender submission</i>
October 5 until 15, 2021	Evaluation of tenders
October 19, 2021	Expected date of publication of the award decision
November 9, 2021	Final award/intended effective date of the (framework) agreement, including the start of the work

2. BID PROCEDURE

This chapter describes the bid procedure. Bids must be made in accordance with the instructions in this chapter.

2.1 Additional information

Substantive questions regarding the tender can be asked only via the TenderNed messaging module.

2.2 Method of application submission

Bids must be drawn up and submitted in full compliance with the requirements below. If a Bid has not been drawn up and/or submitted in full compliance with the requirements of this invitation to tender, the Contracting Authority may decide to exclude this Bid from further participation in this procedure. The relevant Bid will then no longer qualify for the award.

The application period closes on the date and time indicated in section 1.5 Timetable in "*Closing of tender period*". Bids submitted after the registration deadline has passed will not be considered.

Part C: TenderNed six steps to bidding for public procurement contracts online describes how the tenderer must submit a bid via the TenderNed tender platform.

Candidates will find the models that must be filled in separately on the tender platform. Only digital applications submitted via the tendering platform will be processed by the contracting authority. Documents that need to be legally signed must have a 'wet signature' and be scanned or be furnished with an advanced electronic signature.

If requested, the tenderer must submit the original document bearing the wet signature to the contracting authority within ten (10) working days of a request to that effect. Failure to enclose these appendices may result in the tenderer's bid not being considered for award.

The application must be complete. This means that all information below must be enclosed with your bid:

Appendix 0	Bid letter (optional)
Appendix 1	Appendix 1A European Single Procurement Document ESPD (legally signed)
Appendix 2	Appendix 1B Completed References Declaration appendix form (legally signed)
Appendix 3A	Bid cost statement in accordance with the price sheet (legally signed)
Appendix 3B	Elaboration of qualitative award criteria K1 (free format)
Appendix 3C	Elaboration of qualitative award criteria K2 (free format)
Appendix 4	Elaboration of qualitative award criteria K3 (free format)
Appendix 5	Functional System Description/Scope of delivery (free format)
	DNV-ST-0033 Statement of Compliance (SoC) to Class A requirements for bridge simulation platform

In compiling your bid, the same order and classification must be used as stated in the overview above.

2.3 Conditions

The Tender Conditions included in Part B apply to this tender. By submitting a bid, the Tenderer agrees to these tender conditions.

3. REQUIREMENTS FOR THE COMPANY

This chapter describes those details that the tenderer must provide with the bid, and the criteria that the tenderer must fulfil, whether or not in collaboration with others, in order to be considered for the award.

3.1 Exclusion and suitability

Candidates must, without reservation and unquestionably, fully and correctly complete the European Single Procurement Document (ESPD) and legally sign it (see appendix 1A). An ESPD submission that is not properly or legally signed or any change made to the ESPD may lead to exclusion.

If proof is requested with respect to the ESPD, insofar as the tender documents do not provide for any deviating or supplementary provisions, as referred to in the Public Procurement Act 2012 Articles 2.86, 2.89 and 2.91 to 2.98, this proof must be submitted within ten (10) working days after the sending of the request to this effect.. If necessary, the contracting authority may request that the explanatory statements and documentation as submitted be further explained and supplemented. **This request will be sent simultaneously with the sending of the award decision, or earlier should the progress of the procedure make it necessary.**

You must have a declaration of behaviour that is no more than two years old at the time of the submission of your bid. The winning tenderer may also be asked to submit a statement from the Tax authority. Please take care that you request this documentation in time. The application can take about 6 weeks.

Candidates are deemed eligible if none of the grounds for exclusion mentioned in the ESPD apply and the candidate also meets all suitability requirements.

3.1.1 Eligibility requirements

- Financial and economic capacity:
 - Tenderer has sufficient financial and economic capacity to guarantee the continuity of their business during the contract period, including any extensions;
 - Tenderer has sufficient financial and economic capacity to carry out the projects arising from the award of the contract and, if applicable, its extension, in accordance with the selection guideline, including all appendices;
 - Tenderer is not aware, to the best of their knowledge, of any financial claims that could endanger the financial capacity of their company or the continuity of their business operations;
 - there are no investments required by Tenderer during the period of the execution of the agreement which could endanger the financial economic capacity of their company or the continuity of their business operations;
 - Tenderer is adequately insured against liability risks. An insurance policy of at least € 1,000,000 per event with a maximum of € 2,000,000 per year under an appropriate insurance policy will apply; upon request, Tenderer will send proof of insurance within ten (10) working days. This request will be sent simultaneously with the sending of the award decision.

- Requirements with regard to the Core Competences:
 - Tenderer must provide a reference for each of the following core competencies with a description of the work and activities that have been properly executed for this reference. A reference may relate to multiple core competencies. This means that the tenderer can choose to provide a single reference that meets all core competencies, or provide a single reference per core competency. Tenderer may not submit multiple references to meet one core competency. Through these references, Tenderer must demonstrate the following experience:
 - Experience with the satisfactory delivery, installation and handover of a Full Mission (DNV Class A) bridge simulator consisting of at least one (1) Bridge Simulator and one (1) instructor station in an educational setting;
 - Experience with satisfactorily maintaining and regularly updating a simulator consisting of bridge simulators and an instructor station;
 - Experience with the satisfactory conduction of a training course to ensure trainees can operate the delivered simulator systems and instructor program for educational purposes after completion of the course;
 - Experience with the satisfactory delivery, installation and handover of a Full Mission bridge simulator that includes a Fishery software module and accompanying hardware controls.

- For the description of the reference, Tenderer will use Appendix 1B: Reference Declaration. The contracting authority reserves the right to verify these reference(s) without the intervention of the tenderer. These reference(s) will meet the following requirements:
 - the reference contains the name and contact details of the client;
 - the reference contains a clear description of the project performed;
 - the expiration date of the agreement to which the reference relates is no older than three (3) years from the date of publication of this invitation to tender;
 - a reference can relate to one (1) or more core competencies. If several core competences that have been requested stem from one (1) performed project, then the same reference project may be used more than one (1) time;
 - only fully-completed assignments may be used as a reference, or if use is made of a project that is not yet (fully) completed, only the actual results of the current contract may be stated and the prediction of results is not permitted;
 - the contracting authority reserves the right to request a statement of satisfaction from the specified Tenderer. If this statement of satisfaction is not provided by the specified Tenderer, the bid will be declared invalid and thus dismissed. This statement of satisfaction does not have to be submitted at the time the bid is submitted, but must be provided within ten (10) working days of a request by the contracting authority.
 - it is permitted to use the contracting authority as a reference.

- Technical equipment

Tenderer must have a Fishery module as part of its product portfolio. Tenderer must include extensive and sufficient product information as part of their Bid that clearly shows the functionalities described.

- Requirements for product quality

Tenderer must be able to demonstrate that the software functionality of their product meets the highest international requirements that apply to maritime simulators. As proof of this, Tenderer must attach a copy of their "Statement of Compliance (SoC) to DNV Standard 0033 (DNV-ST-0033), Bridge Operations - Class A" as part of their Bid. This statement should be valid until at least January 2023.

- Requirement of the organisation
 - Requirements for average staffing and the size of the management staff;
 - 2020 $\geq$ 10 FTEs
 - 2021 $\geq$ 10 FTEs
 - If Tenderer wishes to subcontract part of the assignment, Tenderer must describe this and attach a ESPD from the relevant subcontractor with their tender stating that none of the grounds for exclusion mentioned in the ESPD applies to the subcontractor concerned. This ESPD must be legally signed by the relevant subcontractor.

- Conflict of interest;

If Tenderer has conflicting interests that could have a negative influence on the performance of the contract, the contracting authority may consider Tenderer lacking in the required professional qualifications. If this is the case, the bid cannot be considered for selection.

- Professional competence;

Tenderer is registered in the professional or trade register in the Member State in which they are located. Tenderer will state the registration number of the relevant register in the European Single Procurement Document (ESPD).

4. REQUIREMENTS OF THE CONTRACT

By applying to this tender, the candidate automatically and unconditionally agrees with all provisions as stated in this selection guideline, including appendices.

4.1 Other data and appendices

The following documents and blank forms constitute part of this descriptive document (Part A) as appendices and are to be found on the TenderNed tender platform in the 'Documents' folder:

Part B Tendering conditions;

Part C TenderNed Six steps to bidding for public procurement contracts online;

Appendix 1A European Single Procurement Document (ESPD);

Appendix 1B Reference Declaration;

Appendix 2 Price sheet;

Appendix 3 Statement of Requirements;

Appendix 4 Guideline for maritime simulators;

Appendix 5A Model Contract;

Appendix 5B ARBIT 2018.

5. ASSESSMENT AND SELECTION PROCEDURE

This chapter successively describes: the assessment procedure (section 5.1) and the award procedure (section 5.2). The possibility to ask questions about, or lodge an objection to, the award decision is outlined in Part B (Tender Conditions) at point 4.

5.1 Assessment procedure

After the registration period has closed, the first assessment for each tenderer will be whether one of the exclusion grounds applies and, subsequently, whether the tenderer meets the suitability requirements. If the tenderer is found to be unsuitable for the contract to which the tender relates, they will not be considered for the award and their tender will not be further assessed.

Subsequently, bids by tenderers who are found to be suitable will be assessed for their content. First, a check will be made as to whether the requirements have been met. Bids that do not meet the requirements will not be further considered. Subsequently, those bids that meet the requirements will be evaluated on the basis of the (sub-)award criteria as mentioned in section 5.1.2.

In principle, the contract will be awarded to the tenderer who meets the requirements set out in this descriptive document and offers the best value for money.

In the event that several bids that meet the submission requirements achieve the same total score, the following will apply:

Having the lowest price is decisive, so the bid with the lowest price will qualify as the highest-ranking bid. If the bids have the same score on price, a draw will be used to determine which will be the highest-ranking bid.

5.1.1 Meeting the requirements

It is emphatically stressed that the requirements for delivery as set out in this descriptive document must be fully met. Failure to comply with a requirement means that the tenderer is not eligible for award on the basis of this bid.

5.1.2 Assessment based on the (sub-)award criteria.

The evaluation of the bids will take place on the basis of the (sub-)award criteria.

The evaluation of the (sub-)award criteria for 'price' and 'quality' will occur on the basis of points awarded. The bid with the highest number of points in the ranking will come out on top.

- The (sub-)award criteria 'price' counts for 70% and therefore has a maximum score of 700 points.
- The (sub-)award criteria 'quality' counts for 30% and therefore has a maximum score of 300 points.
- The maximum number of points that can be scored is 1,000 points.

The evaluation of the qualitative (sub-)award criteria will be carried out by an assessment team consisting of at least five (5) expert evaluators involved in this tender.

Each team member will first evaluate the effects of the qualitative (sub-)award criteria independently and, without consultation with other team members, assign points to the bids per (sub-)award criterion on the basis of the assessment system included in this chapter. If, due to unforeseen circumstances, members of the assessment team become unavailable, the Contracting Authority reserves the right to replace these employee(s) with an employee with a similar expertise and role. The assessment of the various tenders will always be carried out per (sub)criterion by the same team for the relevant (sub)criterion.

The arguments that led to the individual points will be discussed in a plenary meeting of the assessment team. The assessment team will then come to a unanimous decision by consensus. This assessment forms the basis for the further course of the award procedure. During the evaluation of the (sub-)award criteria for quality, the submitted prices will not be visible to the assessment team.

Subsequently, the points for the award criterion for price will be added to the number of points for the qualitative (sub-)award criteria. The calculation of the number of points for the price component is based on the bid price as included in Appendix 2 Price Sheet (bid price).

$\text{Score criterion for quality} + \text{score criterion for price (P1)} = \text{Total score}$

The contract will be awarded to the tenderer who meets the requirements set out in this descriptive document and who has submitted the best value for money (highest total score).

The maximum number of points to be gained per (sub-)award criterion are as follows:

- Quality: to be determined on the basis of:

Criteria relating to quality		Maximum number of points to be earned
K1.	Functional Description/Scope of delivery	120
K2.	Project plan	90
K3.	Extent of Fishery option	90
<i>Maximum number of points for the (sub-)award criteria for quality</i>		300

- Price: to be determined on the basis of the bid price in accordance with the enclosed appendix 2 Price sheet

Price		Maximum number of points to be earned
P1.	Bid price stated on the price sheet (only the requested information on the price sheet will be considered)	700
	Maximum number of points to be earned for the (sub-)award criterion for price	700

5.1.3 Explanation of the sub-award criterion for quality

Below is an indication of how the assessment of the tenderers will take place for the qualitative sub-award criteria.

Qualitative award criteria

The qualitative sub-award criteria will be assessed and scores assigned based on that assessment. The following scores can be assigned when assessing the qualitative sub-award criteria: 10, 8, 6, 2 and 0. This list is exhaustive and will be applied by all evaluators. Other scores and decimal numbers will not be conferred by the individual evaluators. Explanation on the five (5) point scale:

Score	Explanation	Percentage of the maximum score
10	Excellent, answer fully meet the requirements, fits very well with the needs and wishes of Customer and shows excellent insight into the situation of the Customer. Candidate distinguishes itself from other suppliers. This distinction arises from an answer specifically designed for Customer and which goes beyond Customer's expectations. This provides a relevant and distinctive added value in relation to the relevant award criterion. The answer is also specific and realistic.	100% of the number of points to be earned
8	Excellent, answer fully meets the requirements, fits very well with the needs and wishes of the customer and shows excellent insight into Customer's situation. Answer is specific and realistic.	80% of the number of points to be earned
6	Sufficient - answer does not fully meet the request but at least meets the minimum needs and wishes of Customer, or the answer is specific and/or realistic only to a limited extent.	60% of the number of points to be earned
2	Insufficient - answer insufficiently satisfies the request and/or does not sufficiently meet the needs and wishes of Customer, or answer is not specific and/or is unrealistic.	20% of the number of points to be earned
0	No substantive answer.	0% of the number of points to be earned

K1 Functional Description/Scope of delivery

To evaluate whether and how the solution offered by Tenderer surpasses the requirements given by STC Group and thus provides added educational value, the tenderer must hand in a written response describing the additional functionality in its solution on offer that surpasses the requirements given by STC Group. This response should include at least a list of the individual additional features and options, as well as a description of the added educational value these will provide STC Group. The cost of these additional options should be included in your offer. The score will be based on the additional educational value delivered by Tenderers solution, as provided in the answer.

The elaboration may be a maximum of five (5) pages. The pages submitted should be size A4 and the minimum font should be Verdana 10 (a similar font size or a larger font is

acceptable), with line spacing of at least 1.0. If more than the maximum permitted number of pages is submitted, the excess information that falls outside the five (5) permitted pages will not be included in the assessment. If the font and the font size deviate, the contracting authority will make the best possible estimate as to whether the information provided fits within the stated maximum. Too much information submitted will, at the tenderer's own risk, be left out of consideration at the discretion of the contracting authority.

K2. Project Plan

To evaluate the possible impact of the delivery, installation and handover of each single simulator classroom on the resources of STC Group itself and the effect each may have on its normal conduction of (educational) operations, the tenderer must hand in a Project plan.

This will give STC Group information to evaluate the quality of the proposed works, the methods used to mitigate risks during the execution of the project and the amount of work requested from STC Group employees.

Therefore, tenderer must hand in a Project plan that should include at least the following items:

- A description of how the tenderer will manage the project and assure the quality of the process from start to finish, including at least:
 - A description of the management method used by Tenderer to manage the project from start to finish;
 - A description of the Project team Tender will use for this project, including a definition of the individual roles within this team;
 - A description of the lines and methods for communication Tenderer proposes to use during the execution of the entire project;
 - A realistic time schedule for the entire project that includes all the necessary steps to deliver all elements;
 - A description of the information Tenderer will require from STC Group to plan the delivery, installation and hand-over of the individual classrooms and to conduct the training course.
 - A description of how the tenderer wants to satisfactorily deliver all equipment and works required for this project, including at least:
 - A description of how the Tenderer proposes to deliver all of the required hardware to the different locations;
 - A floorplan of the simulator setups, including dimensions and a legend;
 - A description of how Tenderer proposes to conduct a Site Acceptance Test for each single classroom;
-

- A description of how Tenderer proposes to conduct the training course on location in Katwijk;
- A description of the information Tenderer will require from STC Group to conduct delivery, installation and hand-over of the individual classrooms; to conduct the training course; and to ensure the maintenance contract can be executed;
- A description of the assistance Tenderer will require from STC Group employees to conduct delivery, installation and hand-over of the individual classrooms; to conduct the training course; and to ensure the maintenance contract can be executed.

The elaboration may be a maximum of fifteen (15) pages. The pages submitted should be size A4 and the minimum font should be Verdana 10 (a similar font size or a larger font is acceptable), with line spacing of at least 1.0. If more than the maximum permitted number of pages is submitted, the excess information that falls outside the fifteen (15) permitted pages will not be included in the assessment. If the font and the font size deviate, the contracting authority will make the best possible estimate as to whether the information provided fits within the stated maximum. Too much information submitted will, at the tenderer's own risk, be left out of consideration at the discretion of the contracting authority.

K3. Extent of Fishery option

To evaluate if the simulator setups can also be used by STC Group for educating its vocational students in its Fishery track, Tenderer must hand in a document containing product information on its Fishery option as offered as part of their Bid. This information shall be sufficiently extensive in describing the actual functionalities to be delivered and the type of Fishing operations that can be trained.

This will give STC Group information to evaluate the quality of the proposed solution and the extent to which it can be used for its educational purposes.

The elaboration may be a maximum of ten (10) pages. The pages submitted should be size A4 and the minimum font should be Verdana 10 (a similar font size or a larger font is acceptable), with line spacing of at least 1.0. If more than the maximum permitted number of pages is submitted, the excess information that falls outside the ten (10) permitted pages will not be included in the assessment. If the font and the font size deviate, the contracting authority will make the best possible estimate as to whether the information provided fits within the stated maximum. Too much information submitted will, at the tenderer's own risk, be left out of consideration at the discretion of the contracting authority.

5.1.4 Explanation of the sub-award criterion for price

Tenderer must fully complete and legally sign the Appendix 2 Price Sheet when submitting the bid. All prices and rates quoted must be in euros, excluding VAT. The prices and rates offered by the tenderer must be inclusive of all other additional costs and other taxes and/or levies and in accordance with the provisions of the Schedule of Requirements. Wherever a bid indicates the manner in which the tenderer meets a qualitative (sub-)award criterion (desire), the costs thereof must be included in the price submitted by the tenderer on the price sheet.

Wherever your prices differ inexplicably from the average prices per item in this current tender, the contracting authority may opt not to submit your bid for assessment. Prices per item offered must bear an explicable relation to each other. It is not permitted to offer unrealistic prices per item.

P1. Bid price stated on the price sheet

The bid that offers the lowest bid price will receive the maximum score of 700 points for price. All other tenderers will be related to the tender with the lowest price (rounded to whole points) by means of the following formula:

$(1 - (\text{price offered} - \text{price lowest}) / \text{price lowest}) * \text{max. score}$
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By which is meant:

lowest price = the lowest offered price;

price offered = the price offered by the tenderer;

max. score = the maximum number of points to be earned on this component, in this case 700 points.

Calculation example:

Example bid price for company Y is € 900,- and example bid price for company X is € 1.100,-. Company Y thus receives the maximum amount of 700 points.

Score for entrepreneur X: $(1 - (1100 - 900) / 900) * 700 = 544.44$ points. Since it is rounded to two decimal places, company X will earn 544.44 points.

NB. If the bid price submitted by you is twice as high or higher (200% or more) than that of the bid with the lowest bid price, you will score 0 points on this part.

5.2 Award procedure

All tenderers will receive a written notice of the award decision. This message does not imply acceptance of the offer of the tenderer(s), as referred to in Article 6: 217 first paragraph of the Dutch Civil Code, and no contract is therefore concluded as a result of this provisional award decision.

Tenderers whose registration has been rejected will receive the reasons for that rejection in the same message. This message will state the name(s) of the tenderer(s) who has (have) proffered the best value for money as well as the characteristic(s) and advantage(s) for the winning bid(s) relative to their own bid.

Objections to the rejection must be made known in accordance with the provisions of Part B under point 4.