

**Tender Document**  
**for the Tender of**  
**Refit “Pelagia”**  
**for**  
**Royal Netherlands Institute for Sea Research**  
**(NIOZ)**

in accordance with BAO directive (2004/18/EC)



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# 1 GENERAL

## 1.1 Introduction

To achieve a midlife refit of the “Pelagia” Royal Netherlands Institute for Sea Research (NIOZ) has started an European tender, in which an open procedure is used, referring to BAO. On basis of this document a tender can be submitted.

## 1.2 Definitions

Specification:	The document in which is entered the programm of functional and technical requirements of the Owner, on which basis the offers need to be submitted.
Tender:	The tender including annex(es), which tenderer submits to NIOZ on basis of the application.
Request for a quotation:	This document including all annexes.
Assignment:	The renovation and delivery of the “Pelagia” ready to operate. The refit of the “Pelagia” is based on operational, technical and environmental aspects, which will be executed according a specification and drawings.
Owner:	Royal Netherlands Institute for Sea Research (NIOZ) Ship management and logistic (SML) Landsdiep 4 1797 SZ, 't Horntje, Texel
Tenderer:	A tenderer to whom the assignment will be awarded by NIOZ within the scope of this tender.
Contract:	Contract in which implemented conditions of the total supply of services and goods for the refit of “Pelagia” have been agreed upon.

### 1.3 Planning of the tender

In below mentioned table the planning is given. This planning is indicative, except the with \* marked milestones.

#### Tender phase:

- |   |            |
|---|------------|
| • Final date for submitting questions in relation to tender | 21-12-2009 |
| • Sending answers   | 31-12-2009 |
| • Closing date submitting tender*                           | 18-01-2010 |

#### Evaluation phase:

- |                                     |            |
|-------------------------------------|------------|
| • Evaluation of tenders completed   | 21-01-2010 |
| • Provisional contract awarding     | 26-01-2010 |
| • Final awarding / contract signing | 09-02-2010 |

The client is not bound to this planning except for statutory deadlines and reserves the right to change dates.

## **2 TENDER PROCEDURE**

### **2.1 General**

General guidelines are:

- When participating in this tender means that tenderer agrees with the conditions of this tender procedure. The agreement with this needs to be done explicitly by undersigning the registration form (Annex 3).
- Tenderer may only use the information provided by NIOZ with regard to this tender, for the purpose it is intended to be used.
- The tender and all other correspondence shall be in English language.
- The tender shall have a minimal period of validity of 2 months. During this period the tender is unconditional and binding.
- Correspondence and received tenders shall not be returned to tenderer afterwards.

### **2.2 Exchange of information**

Receivers of this tender document shall have the opportunity to put questions and/or remarks with regard to the tender and the tender procedure. These questions to be submitted by e-mail, marked with the reference “European tender Refit Pelagia”. Questions need to be submitted in a framework as indicated in Annex 8. For final date of submitting questions, see timetable in 1.3.

Address to be used with regard to questions:

Postal address:

Royal Netherlands Institute for Sea Research (NIOZ)  
Attention: Mr. T. Vos  
Landsdiep 4  
1797 SZ, 't Horntje, Texel  
The Netherlands

Tel. : 0222 – 369 300

Fax : 0222 – 319 674

E-mail : [tjerk.vos@nioz.nl](mailto:tjerk.vos@nioz.nl)

The questions with matching answers will be sent to all tenderers conform the timetable in 1.3. Answers to questions in writing, which will be sent to all tenderers, shall form part of the tender documents.

### **2.3 Way of submitting tenders**

- For comparison of tenders, the tenderer needs to use the standard forms which are attached as annexes to this tender document. Additional information can be attached to the relevant form or – if the information is not applicable thereon – to be mentioned in a general annex to be attached, with clear numbering, reference, date and undersigning.  
The tender document needs to be well-organized and conform the checklist in annex 1.
- The tender, including annexes, needs to be undersigned legally.
- A digital copy on CD-ROM needs to be attached readable with one or more MS-Office programmes.

- The tenderer is responsible that submitted information on CD-ROM is similar to the submitted information in writing. If there is a discrepancy between submitted information on CD-ROM and submitted information in writing, the information in writing shall prevail.
- The tender document, including annexes and CD-ROM, needs to be in the possession of NIOZ in two-fold at the in 1.3 mentioned date before 12.00 hr. at the latest on the fore-mentioned address.
- Tenders submitted by fax and/or e-mail will not be accepted and the risk of delay when sent by post or incomplete or wrong addressing, is for account of the tenderer.
- The sealed envelope in which the tender is submitted needs to be marked at the upper left-side with the words: "**European tender Refit Pelagia**", **CONFIDENTIAL** and adressed to the contact person mentioned under 2.2.
- If dimensions of the tender makes it impossible to send it in an envelope, the used packing needs to be well-closed and provided with above mentioned text. The same is applicable for tenders which will be delivered at the address of NIOZ.
- The tenderer to meet with the following with regard to the tender file:
  - the file to be in A4-format;
  - the pages of the file to be A4 format, each page to be marked with the name of the tenderer and page numbering in the format: page -- of -- pages;
  - one copy of the file (marked with "Original") including annexes, to be printed one-sided and each page to be initialed by an authorized person(s) of the tenderer;
  - the second file to contain a copy of the original initialed print.

## 2.4 Awarding of the tender

At the time the tender is awarded to the successful tenderer, the rejected tenderers shall be informed about this decision. They will receive a letter with a motivation of reasons of rejection and the name of the awarded tenderer. Each party that disagrees with the decision of award, can use statutory remedy against it as stated below.

On the basis of art. 55 BAO, the announcement of the decision of awarding does not involve acceptance of an offer of the tenderer. During a 15-days period after sending of the announcement of the decision of awarding, it is not allowed to NIOZ to sign a contract with the successful tenderer. Thereafter the contract shall be signed with the succesful tenderer. If within above mentioned period a civil or arbitral summary proceeding has been brought to court, the pronouncement in summary proceeding shall usually be awaited. This pronouncement will form the basis for the decision process of the tender procedure with regard to the awarding. If no civil or arbitral summary proceeding has been brought to court within the 15-days period, tenderer has relinquished his right to awarding of the tender.

## 2.5 General restriction

NIOZ keeps the right to stop, to postpone or to end the tender procedure. NIOZ also has the right not to award the contract, or only to award a part of the contract. NIOZ cannot be held responsible for these risks as long as the contract has not been awarded.

If tenderer puts in adjustments in the request of quotation after award, without a change of NIOZ in this request of quotation, the costs for these changes are on account of the tenderer.

NIOZ has the right to make changes in the request of quotation and shall ask the tenderer for a quotation for these changes.

## **2.6 Compensation of expenses**

Tenderers have no right of compensation of any costs with regard to this tender. By submitting this request of quotation, tenderer agrees with this condition.

## **2.7 Contradictions**

This request of quotation with all accompanying annexes has been drawn up with care. Might tenderer in spite of this meet with contradictions and/or imperfections, he needs to inform NIOZ in writing through the in “Exchange of Information” mentioned contact person. If it appears afterwards that this request of quotation contains contradictions and/or imperfections and these have not been noticed by the tenderer, NIOZ is not responsible. In all cases of unclearness this request of quotation shall prevail.

## **2.8 Currency**

Tenderer needs to mention prices in Euro excluding VAT.

## **2.9 Conditions**

On this tender procedure and (possibly) resulting awarding and assignment the standard NIOZ purchase conditions and the “General conditions of Work for refit of Pelagia”, are applicable.

By tenderer used general conditions will be excluded expressly and therefore not accepted by NIOZ. This request of quotation is part of the contract to be concluded with the awarded tenderer. Dutch law is applicable on the tender procedure and a judge in the district of Amsterdam is competent.

## **2.10 Intellectual property**

Without NIOZ’s permission in writing nothing of this request for quotation may be copied by means of print, photocopy, microfilm or otherwise. If a company decides not to submit a quotation, the whole of the received request for quotation and accompanying annexes need to be returned to the contact person and address, as mentioned in “Exchange of Information” (see paragraph 2.2).

## **2.11 Accuracy and verification of information**

NIOZ keeps the right to examine the submitted information and explanations and to verify the correctness at any time, as well as to ask for a more detailed clarification after receipt and a first evaluation of the tender and if necessary to approach the given references / subcontractors.

## **2.12 Combinations and sub-contracts**

To form combinations, after submitting the application for participation has taken place, is not allowed. If applicant uses sub-contractors, applicant needs to indicate exactly which information is applicable for which sub-contractor.

### **2.13 Confidentiality**

This selection document shall remain strictly confidential and may only be shown to employees of the applicant c.q. for the information of his sub-contractors and/or for the benefit of submitting the application for participation in relation to this tender procedure. Applicant shall not give any information, which has been supplied by NIOZ in relation with this tender procedure, to third parties. NIOZ shall treat the applications for participation with the same confidentiality.

### 3 TENDER AWARD

#### 3.1 Way of evaluation

The assignment shall be given on basis of the economical most favourable tender. The tenders shall be evaluated by a team of NIOZ on basis of a number of knock-out- and awarding criteria. Way of evaluation is as follows:

- NIOZ checks the tenders on the knock-out criteria. The knock-out criteria describe on which the tender has to perform. If not satisfying on one ore more of these criteria the tender will be rejected from further evaluation.
- Tenders which meet with the knock-out criteria shall then be evaluated by the NIOZ project team on the awarding criteria with weighting factors.
- The route to awarding leads to the tenderer, who has submitted the economical most favourable tender to NIOZ.

#### 3.2 Knock-out criteria

The following eight knock-out criteria have to be met:

<b>Knock-out criteria</b>	
KO 1	The tender to be submitted in time, hardcopy in twofold and digital copy singular.
KO 2	Tender is conform the checklist in annex 1. All prescribed statements and required documents to be complete, filled in truthfully and undersigned by an authorized person. The tender in English language.
KO 3	Registration form to be filled in (annex 2 of the tender document) plus General information tenderer (annex 3)
KO 4	ISO 9001 (Quality Management System) included.
KO 5	Financial information (annex 4): Tenderer needs to have reached an average minimum turnover of at least € 20.000.000 a year over the years 2007, 2008 and 2009. In case of a combination at least 1 member needs to meet with 50% and combined at least to meet with 125% of the requirements.
KO 6	References similar projects (annex 5): Tenderer needs to have at least two references of similar assignments which have to do with major conversions and refit projects of research- and/or off-shore vessels, each with a minimum contract value of €1.500.000 and which have been carried out by the tenderer during the last three years.
KO 7	Bank guarantee included (annex 6): Tenderer has an undersigned declaration of willingness conform annex 6, of a reputable financial institution with AA-rating established in one of the member states of the European Union, which states that a bankguarantee to a maximum amount of €400.000 or 20% of the contract value, shall be given when a contract is signed.
KO 8	List of proposed suppliers/subcontractors included.

If not met with one ore more of above mentioned knock-out criteria, the tender will be rejected from further evaluation.

### 3.3 Awarding criteria

The tenders which meet with the knock-out criteria will then be evaluated on the following awarding criteria. Herewith the weighting factors are also indicated.

Awarding criteria		Weighting
AC1	Prices according SFI codes	50
AC2	Delivery including planning	30
AC3	Conformity Concept Contract / General conditions of work	10
AC4	Conformity Specification	10
<b>Total maximum score</b>		<b>100</b>

#### 3.3.1 AC1 - Prices according SFI codes

NIOZ evaluates the prices and rates following a quotation for the project, to be provided by the Tenderer.

##### Information to be provided

Tenderer needs at least per SFI code in the specification of the Refit Pelagia, to give a price. Tenderer also needs to give his hourly-rates with regard to all personnel involved in the refit.

##### Way of evaluation

The total price for refit of “Pelagia” shall be compared with the other tenderers. The most favourable price will be rewarded with the maximum number of points, higher prices will be evaluated linear.

#### 3.3.2 AC2 – Delivery including planning

NIOZ evaluates the project planning following the planning to be provided by the Tenderer.

##### Information to be provided

A planning in detail in which at least the following activities have been planned:

Detail engineering, date of arrival “Pelagia” at the yard, removal of large components to be replaced, date deliveries by Owner, installation large new components, grit blasting, painting, installation, put into operation and testing before launching/undocking, completion, trials, repair imperfections and delivery “Pelagia”.

##### Way of evaluation

The project planning will be evaluated on:

- Delivery time (maximum 20 points)
- Continuity (maximum 5 points)
- Opportunity to monitor the process (maximum 5 points)

The project planning shall be compared with the other tenders. For each criteria, the most favourable planning will be rewarded with the maximum number of points.

### **3.3.3 AC3 - Agreement with Concept contract / General conditions of work**

NIOZ evaluates the Tenderer's conformity following a list of conformities with the concept contract and the general conditions of work for the Refit "Pelagia" to be provided by the Tenderer.

#### Information to be provided

Tenderer needs to use annex 7.1 and 7.2 and after filling in to sign legally. Per article the extent of conformity with the concept contract and the general conditions of work need to be indicated by means of ticking in the relevant column of table 1. If there is no conformity with the drawn up article, a replacing and suitable text proposal needs to be specified with regard to the relevant article in table 2 of annex 7.1 and 7.2.

#### Way of evaluation

Complete acceptance of the concept contract and the general conditions of work shall be evaluated with maximum number of points. For adjustments to the contract and the general conditions of work points will be subtracted.

### **3.3.4 AC4 - Conformity with the Specification**

NIOZ evaluates the conformity of the Tenderer following the list of conformities with the Specification of the Refit Pelagia to be submitted by the Tenderer.

#### Information to be provided

You need to use the template in annex 7.3 of this request for quotation and after filling in to undersign legally. Per SFI code the extent of conformity with the concept contract and the general conditions of work need to be indicated by means of ticking in the relevant column of table 1. If there is no conformity with the drawn up article, a replacing and suitable text proposal needs to be specified with regard to the relevant article in table 2 of annex 7.

#### Way of evaluation

Complete acceptance of the specification shall be rewarded with the maximum number of points.

Proposals with the intention to improve the specification will be judged positively. If you provide a proposal for improvement, you need to indicate also if you are willing to execute the works conform the specification.

### **3.4 Explanation Tenderer in writing**

If Tenderer deems it necessary, it is allowed to give an explanation in writing per awarding criterium on the relevant tender point and to give relevant information of the evaluation aspect which makes it possible to NIOZ to evaluate the tender properly.

Explanation(s) and relevant information can be attached to the relevant form or – if the information is specific for one of the mentioned items – to be attached to the general annexes (behind index card 12), clearly numbered, with reference, date and undersigning.

## ANNEX 1 CHECKLIST

The tender shall be arranged as indicated below. The completed and signed checklist to include in the tender.

Criteria/ um/criteria/ paragraph	Description question / document requested	Yes / No, See in tender index card ...
KO 1	Tender submitted in time	Yes/No
	Copy of tender included	Yes/No
	Digital offer included	Yes/No
	General information tenderer (annex 3)	Yes/No
KO 2	Checklist completed and attached (annex 1)	Index card 1
	Tender arranged conform checklist	Yes/No
	Tender in English language	Yes/No
KO 3	Registration form completed and attached (annex 2)	Index card 2
KO 4	ISO 9001 certificate included	Index card 3
KO 5	Financial information (annex 4)	Index card 4
KO 6	References similar projects (annex 5)	Index card 5
KO 7	Declaration of willingness bankguarantee included (annex 6)	Index card 6
KO 8	List of proposed suppliers/subcontractors	Index card 7
AC 1	Prices according SFI codes	Index card 8
AC 2	Delivery including planning	Index card 9
AC 3	Conformity contract, General Conditions of Work	Index card 10
AC 4	Conformity Specification	Index card 11
	General annex	Index card 12

Undersigned has completed the tender conform this checklist.

Name Tenderer: .....

Name and position undersigned: .....

Signature:..... Date: .....

**ANNEX 2 REGISTRATION FORM**

Royal Netherlands Institute for Sea Research (NIOZ)  
Landsdiep 4  
1797 SZ, 't Horntje, Texel  
The Netherlands  
Attention: Mr. T. Vos

Undersigned....., established at  
..... in his capacity as witness (her/their)  
.....(legal representative) of .....,  
hereafter to indicate as Tenderer, certifies by undersigning this registration form to agree with  
the conditions and assumptions conform the tender procedure .

Tenderer will, if invited for negotiations, be represented by the following persons:

<b>Name</b>	<b>Position</b>	<b>Address (incl. email address)</b>	<b>Authority</b>

Name tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

### ANNEX 3 – GENERAL INFORMATION TENDERER

With regard to his company the tenderer has to deliver the information (in case of a combination, for each individual combinant), as mentioned below. In case of subcontracting also table 3 of this annex needs to be filled in.

<b>1.</b>	<b>Company information of tenderer</b>	
1.1	Official name and legal form	
1.2	Management	
1.3	Name of legally qualified official(s)	
1.4	Name and position contact person during contract	
1.5	Internetsite	
1.6	Year of foundation	
1.7	Chamber of Commerce registration number	
1.8	Telephone number	
1.9	Fax number	
1.10	E-mail address	
1.11	Companies' address	
	Postal code	
	City	
	Country	
1.12	Postal address	
	Postal code	
	City	
	Country	
<b>2.</b>	<b>Company profile tenderer</b>	
2.1	Division of	
2.2	Companies' structure (including information about a possible relation with a concern/holding and daughter companies)	
2.3	Organisation structure	
2.4	Product- and selection of services	
2.5	Main activities	
2.6	Location of establishments world-wide	

(Continuation annex 3, page 2 of 2)

<b>3</b>	<b>Sub-contractors (per separate sub-contractor)</b>	
3.1	Name sub-contractor	
3.2	Address	
3.3	City	
3.4	Country	
3.5	Telephone number	
3.6	Fax number	
3.7	E-mail address	
3.8	Activities carried out in sub-contraction	

Name tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

#### ANNEX 4 – FINANCIAL FIGURES I

Besides supply of the 2 most recent annual reports (**2007 and 2008**) with an indication of approval by the accountant, this form needs to be filled in with financial information of these annual figures. Combinations need to supply the information from combinants separately as well as from the total combination.

Figures in Euro.

Tenderer needs to indicate where all figures are mentioned in the annual figures.

<b>Financial information (x €1.000)</b>	<b>2007</b>	<b>location*</b>	<b>2008</b>	<b>locaton*</b>	<b>2009</b>	<b>locaton*</b>
Sales total company						
Trading results, before taxes						
Trading results from ship-building and ship repair activities						
Total own capital on balance						
Total foreign capital on balance						
Interest charges						
EBIT						

\* location in relevant year

Name tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

## ANNEX 4 – FINANCIAL FIGURES II

Also, for the benefit of analysis of the financial situation of tenderer's company, tenderer needs to submit the information of the two most recent closed financial years, as mentioned below (figures in €).

A view of following financial figures:

- *Interest Coverage:* EBIT / Interest charges, in which EBIT is equal to trading results before interest charges and taxes
- *Solvency:* Own capital / Total capital
- *Profits:* Net profit after taxes / Total sales

Financial figure	2007	2008
Interest coverage: $\frac{\text{EBIT}}{\text{Interest charges}}$		
Solvency: $\frac{\text{Own Capital}}{\text{Total Capital}}$		
Profit: $\frac{\text{Net profit}}{\text{Sales}}$		

Name tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

## ANNEX 5 – REFERENCES

Tenderer needs to describe most relevant (minimum 2) references (with minimum contract value of €1,5 million each), with the help of the standard form which is enclosed in this Annex.

Reference number: .....

<b>Information client</b>	
Name organisation	
Kind of organisation	
Branch of trade in which organisation is active	
Contact person and telephone number	
Can NIOZ approach contact person?	Yes / No

<b>Information scope of service(s) / assignment</b>	
Scope extension of service(s) / assignment	
Period of service(s) / assignment	
Financial scope of service(s) / assignment (sales for tenderer)	€

Name tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

## **ANNEX 6 – DECLARATION OF WILLINGNESS BANK GUARANTEE WITH FINAL DATE**

Tenderer has to submit a declaration of willingness, drawn up and undersigned by a financial institution with AA-rating, established in one of the member states in the European Union and attached to this application form.

<Name financial institution with AA-rating>>, established <city>, also office in – ('the bank'), considering:

her cliënt -----, established -----, to call hereafter "applicant", wishes to sign up for the tender of **Royal Netherlands Institute for Sea Research**, to call hereafter "NIOZ", knowing -----;

that NIOZ, in case above mentioned tender is awarded to applicant, wishes for a bankguarantee, in accordance with attached bankguarantee, wishes for certainty of applicant's performance of his obligations, resulting from the contract in relation to above mentioned tender;

to commit towards NIOZ to provide a bankguarantee as mentioned above, to a maximum amount of EURO **400.000** (in words: four hundred thousand EURO) in case above mentioned tender is awarded to applicant.

This declaration of willingness expires at issue of the bankguarantee as mentioned herefore or at non-awarding of above mentioned tender to applicant, but at the latest on ----- (in words: -----). Possible claims shall have reached the bank within the period of validity.

Dutch law is applicable to this declaration of willingness.

Disputes, in relation with this declaration of willingness, can only be presented to the authorised Dutch Court.

Made up at ----- on -----.

<Name financial organisation with AA-rating>>

After expiration this declaration needs to be returned immediately to <Name reputable bank with AA-rating>, Department <.....>, <address, postal code, city>.

*Sht 1 of 2*

(continuation annex 6, page 2 of 2)

**Annex part of Declaration of willingness bankguarantee with final date**

**Implementation guarantee with final date**

Debtor: -----, established ----- (the debtor)

Creditor: NIOZ, , Landsdiep 4, 1797 SZ, 't Horntje, Texel (the creditor)

Agreement/assignment: ----- (the agreement/assignment)

Maximum amount: EUR ----- (in words: ----- EURO AND ----- CENT) (the maximum amount)

Guarantor: <Name financial organisation with AA-rating>., established <city>, also office at ----- (the bank)

Period of validity: this guarantee is valid up to and including ----- (in words: -----) ( the period of validity)

The bank guarantees certainty towards the creditor in relation to debtors' proper and timely observance of his obligations resulting from the agreement/assignment, however such up to above mentioned maximum amount.

In relation with this guarantee the bank joins accordingly, on creditors' first request in writing and under his binding statement that debtor has failed in his fore mentioned duties, as own fault and without wishing for any other or more proofs of owings, and shall pay the by creditors' mentioned amounts, however in total never more than above mentioned maximum amount.

An appeal in writing to this bankguarantee shall have reached the bank within the period of validity.

Dutch law is applicable to this bankguarantee. All disputes in relation with this bankguarantee can only be presented to the authorised Dutch Court.

Made up at ----- on -----.  
<Name financial organisation with AA-rating>>

After expiration this guarantee needs to be returned immediately to <Name reputable bank with AA-rating>, Department <.....>, <address, postal code, city>.

*sht 2 of 2*

**ANNEX 7-1 CONFORMITY CONCEPT CONTRACT (AC3)**

Tenderer shall, by marking in the applicable column in the table below, indicate for each paragraph of the Concept Contract, conformity with the proposed text. In case there is no conformity with the proposed text, an adapted text needs to be specified in table 2.

Art	Subject	Agreed completely	Agreed partly	Not Agreed
1				
2				
3				
26				

**Table 2 Adapted text Concept contract**

Art.	Subject	Adapted text
1		
2		
3		
26		

Name Tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

**ANNEX 7-2 CONFORMITY GENERAL CONDITIONS OF WORK (AC3)**

Tenderer shall, by marking in the applicable column in the table below, indicate for each paragraph of the General Conditions of Work, conformity with the proposed text. In case there is no conformity with the proposed text, an adapted text needs to be specified in table 2.

Art.	Subject	Agreed completely	Agreed partly	Not Agreed
0.10				
0.11				
0.020				
1.1.26				

**Table 2 Adapted text General conditions of Work**

Art.	Subject	Adapted text
0.10		
0.11		
0.020		
1.1.26		

Name Tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

## ANNEX 7-3 CONFORMITY SPECIFICATION (AC1)

Tenderer shall, by marking in the applicable column in the table below, indicate for each paragraph of the Specification, conformity with the proposed text. In case there is no conformity with the proposed text, an adapted text needs to be specified in table 2.

Art.	Subject	Agreed completely	Agreed partly	Not Agreed
SFI 101.01				
SFI 111.01				
SFI 112.01				
SFI 891.02				

**Table 2 Adapted text Specification**

Art.	Subject	Adapted text
SFI 101.01		
SFI 111.01		
SFI 112.01		
SFI 891.02		

Name Tenderer: .....

Name and position undersigned: .....

Date: .....

Signature:

## ANNEX 8 – TEMPLATE INQUIRY FORM

Name Tenderer :

Date submission question list:

Reference to request for quotation			
Nr.	Paragraph/ annex/article	Page	Question
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
Etc.			