

**PROCUREMENT & INVESTMENT DIVISION**

**CALL FOR OPEN TENDER**  
**(TED 050/2020)**  
**FOR THE SUPPLY OF ONE (1) SKID STEER LOADER**  
**WITH AN OPTION RIGHT OF ONE (1) EXTRA LOADER**

**TENDER PROCEDURE SUMMARY**

<b>OPEN TENDER</b>	
<b>ECONOMIC OPERATOR</b>	<b>THESSALONIKI PORT AUTHORITY SA</b> Main activity: Port services Address: Inside the Port of Thessaloniki GR 54625 Thessaloniki Tel: 2310593121, Fax: 2310510500 Email: <a href="mailto:secretariat@thpa.gr">secretariat@thpa.gr</a> Website address: <a href="http://www.thpa.gr">http://www.thpa.gr</a>
<b>Tender closing date</b>	<b>15.09.2020</b>
<b>Final date for the submission of clarification requests</b>	<b>08/09/2020</b>
<b>Award criterion</b>	Most advantageous offer based on price and qualitative criteria
<b>Contact persons for information / clarifications</b>	Name: George Papageorgiou E-mail: <a href="mailto:gpapageorgiou@thpa.gr">gpapageorgiou@thpa.gr</a> Phone: +302310593305  Name: Sachinidou Anastasia E-mail: <a href="mailto:asachinidou@thpa.gr">asachinidou@thpa.gr</a> Phone: +302310593354

## PART A: GENERAL & SPECIAL TERMS

### ARTICLE 1 - Description of the Object of the Contract

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#### 1.1. Object

The scope of the tender is the supply of **one (1) skid steer loader** with a ROC/Rated Operating Capacity of **over 1,200 kg**, as detailed in Part B herein.

#### 1.2. Option right

ThPA SA reserves the right to award to the Contractor the supply of one identical loader, at the same price and under the execution terms (delivery time, guarantee etc).

The option right is activated with a unilateral declaration (decision) of THPA SA within six months at the latest from the delivery of the first loader. The activation of the option right is left to the discretionary power of ThPA SA.

### ARTICLE 2 - Participation right

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#### 2.1 Eligible participants

**2.1.1.** Eligible to participate in this tendering process are the natural or legal persons and, in the case of an association of economic operators, their members that perform professional activities relevant to the object of this tender, i.e. the manufacture of skid steer loaders.

**2.1.2.** The participants must:

- Not be in a state of bankruptcy, liquidation or compulsory receivership.
- Not be convicted by means of a final judgement for the offences listed below. In the case of Limited Liability Companies and Limited or General Liability Partnerships, this requirement refers to the Administrators. In the case of Société Anonymes, this requirement refers to the Chairman and CEO. In all other cases, this requirement refers to the natural persons managing the company.
  - a) Participation in a criminal organisation, as defined in Article 2(1) of EU Council Joint Action No. 98/733/JHA,
  - b) Bribery, as defined in Article 3 of the Council Act of 26 May 1997(21) and Article 3(1) of Council Joint Action 98/742/JHA,
  - c) Fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities.
  - d) Money laundering, as defined in Article 1 of Council Directive No. 91/308/EEC, on the prevention of the use of the financial system for the purpose of money laundering.
  - e) embezzlement (article 375 of the Criminal Code)
  - f) fraud (article 386-388 of the Criminal Code)
  - g) extortion (article 385 of the Criminal Code)
  - h) forgery (article 216-218 of the Criminal Code)
  - i) perjury (article 224 of the Criminal Code)
  - j) bribery (article 235-237 of the Criminal Code)
  - k) bankruptcy fraud (article 398 of the Criminal Code)

#### 2.2 Quality Selection Criteria– Professional capacity

Eligible to participate in this process are the economic operators who in the last four year have supplier at least twenty (20) similar machines in Greece. In case that the participating economic operator is a trading company, it suffices that the above criterion is met by the manufacturing company.

The participants must have an organized aftersales service with the adequate infrastructure and spare part stock. If the bidder does not have its own infrastructure for providing aftersales

service, he must give the data of an authorized by the manufacturer repair workshop. Finally, if such authorized repair workshop does not exist in Greece, the participating company for the provision of aftersales service during the guarantee, must sign a cooperation agreement with the company-repair workshop having a demonstrated experienced and permanent personnel and repairs similar or equivalent machines.

### **ARTICLE 3 - Means & Time for Submitting Bids**

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Interested parties can submit their bids, during business days and hours, by **Tuesday 15/09/2020** on 15:00 pm at the latest, in Greek, not subject to terms, requirements, conditions or provisos.

#### **Address for offer submission:**

Thessaloniki Port Authority SA  
(Administration Division - Secretariat Department)  
Pier 1 (within the Port facilities)  
GR 54012 Thessaloniki

After the tender closing date and time, it shall not be possible to submit offers. Tenders submitted late shall be returned.

### **ARTICLE 4 – Tender extension, amendment, addition or annulment**

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ThPA SA holds the right to extend the bid submission date or cancel the award procedure or decide to repeat it at any stage without any liability, cost or penalty, following the decision of its competent body. It also reserves the right to modify the terms of the procedure with transparency.

### **ARTICLE 5 – Clarifications on the Call of Tender**

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Clarification requests are submitted electronically five days at the latest before the expiry of the deadline for submitting bids, at the e-mail address [asachinidou@thpa.gr](mailto:asachinidou@thpa.gr) with a copy to the email address: [papageorgiou@thpa.gr](mailto:papageorgiou@thpa.gr).

Clarification requests submitted in other forms shall not be reviewed.

The clarifications shall be posted on the THPA SA website [www.thpa.gr](http://www.thpa.gr).

### **ARTICLE 6 – Offer content**

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The contents of the tender folder are defined as follows:

- (a) one (sub)folder\* marked "Participation Documents - Technical Offer" and
- (b) one (sub)folder\* marked "Financial Offer" and
- (C) a data storage device with the content of the two above subfolders in electronic form.

#### **6. 1 – Contents of (sub)folder Participation Documents– Technical Offer**

In order to participate in the tender, the economic operators must submit the following participation documents:

##### **Participation documents**

- A certificate of registration in the relevant chamber (national economic operators) and a corresponding certificate/approval/authorization from the relevant authority of their country of origin (foreign economic operators).
- A solemn statement by the economic operators that the grounds for disqualification defined in paragraph 2.1.2 do not apply for them and for their legal representatives and that they

have no reason to believe that these impairments shall apply during the tender validity period or any of its extensions.

- Presentation of the aftersales service department structure in Greece. If the tenderer does not have its own aftersales service department, he will present the structure of the after sales department of the authorized repair shop or the participating repair shop.
- A loader sales record listing at least 20 similar machines sold in the last four years in Greece. The list must be accompanied by purchasers certification, if any, or a certificate by the manufacturer.
- A solemn statement whereby Candidates declare that they have been apprised on the special terms and requirements of the Tender Object and unreservedly accept the terms of the tender notice. In case of different opinion, he must explicitly state the points of divergence.
- To prove their lawful incorporation and representation, in the cases when the economic operator is a legal person, he shall produce the legal establishment and lawful representation documents (such as articles of incorporation, General Commercial Register Certificate, Board of Directors formal establishment in the case of SAs etc published in the General Commercial Register) The above documents shall specify the lawful establishment, the person(s) legally binding the company on the date of the tender (legal representative, right of signature, etc.), any third parties authorized to represent the contractor, as well as their term of office.

### **Technical Offer**

The Technical Offer consists of the following:

- i. Detailed and explicit technical description of the offered machine. The technical description will consist of a point-for-point reference to the technical characteristics based on the structure of Part B of the tender and keeping the same numbering.
- ii. General plans and diagrams, official documents of technical specifications and any other official technical form documenting the compliance of the machine offered with the technical specifications herein.
- iii. Description of the training program
- iv. Any other element that the interested party deems necessary.

### **Table of Main Technical Characteristics**

Bidders are invited to fully complete and submit the Table of Main Technical Characteristics attached to the Annex, signed by the authorized representative of the participating economic operator. The table serves in evaluating the bids and states the technical specifications of the machine, the cost of acquisition and maintenance, the guarantees and the supply execution terms.

## **6. 2- Contents of the Financial Bid Dossier**

### **Financial offer**

The financial offer shall bear the stamp of the participating economic operator and the signature of its legally authorized representative and will indicate:

- i. The offered price in Euro (VAT excluded), per machine and total cost.
- ii. The delivery time
- iii. The performance guarantee time, which cannot be less than two (2) years from the date of the signing of the Acceptance Protocol.
- iv. The desired payment method, according to Article 14.5 of this Tender Notice.

- v. The offer validity period, in accordance with Article 7 of this Tender Notice.

**Maintenance Data & Pricelist of Recommended Spare parts**

The participating economic operator will co-submit a brief description of the preventive maintenance programme (e.g. 250h, 500h etc.) and a detailed report of the technical solutions to be applied in order to achieve the above goals.

Moreover, a table of the consumables and spare parts, which, at the discretion of the manufacturer, will be needed within a period of two years or 1,000 hours of operation, will be submitted.

Finally, the participating economic operator will submit an economic offer for the main spare parts and consumables. The offer will state the initial price of the items, the estimated delivery time, the discount offered and the period during which the same discount will apply. The buyer can purchase at his sole discretion, those that he considers necessary.

**ARTICLE 7 – Bid Validity Period**

The submitted offers must be valid for **ninety (90) days** from the bid closing date. Offers with a shorter validity period will be rejected as unacceptable.

The offer validity may be extended, if requested by ThPA SA, prior to its expiry, for a maximum period of time equal to the initial bid validity period specified in the Call.

**ARTICLE 8- Counteroffers**

Alternative offers, counteroffers or amended offers or any proposals that may be construed as counteroffers shall not be considered and shall be rejected by the THPA SA competent body, following the recommendation of the Tender Committee.

**ARTICLE 9 - Language**

The official language of this procedure is Greek and English. All details of the bids shall be either in Greek or English (if they are drafted in the language of their country of origin) and accompanied by an official translation into one of the above languages. Where there is a discrepancy, the prevailing wording is always the translation into the official language of the tender.

**ARTICLE 10– Offer Evaluation**

During the evaluation, THPA SA may address requests to the participating economic operators to provide clarifications and the economic operators must provide the clarifications within the specified deadlines, as the case may be.

Once the evaluation has been completed, the participants shall be notified on whether their tender has been accepted or rejected.

**ARTICLE 11 - Award criterion**

The contract award criterion is the most economically advantageous tender based on the price and the following criteria.

Criterion	Criterion Score	Weighting Factor
Reliability - Manufacturer’s sales	100 -120	30%
Optional equipment - Desirable Features	100 -120	20%
High performance - Operational Features	100 -120	20%



Specialization - Technical support capacity	100 -120	20%
Guarantee time	100 -120	10%

Scoring each evaluation criterion varies from 100 to 120 points. One criterion will be scored 100, if all the Tender requirements are met. In case that all requirements of the Tender are fulfilled, the score given will be up to the above threshold.

The weighed score of each criterion will arise from the product of each weighting factor multiplied by its score and the total score of the offer will arise from the sum of the weighted scores of all criteria.

The most advantageous offer is the one with the lowest offer price/score ration (i.e. The one where L will be the lowest number), based on the following formula.

$$L. = \frac{\text{Offer Total Price}}{\text{Technical offer final score}}$$

### **ARTICLE 12 – Price Adjustment**

The offered prices shall be considered **fixed and final** and shall not be subject to any adjustments for any cause or reason, until the procurement is completed. For this reason, by participating in this Tender, interested parties explicitly, unreservedly and irrevocably waive all their rights with regard to any adjustment of the offered prices that might arise from other relevant provisions.

### **ARTICLE 13 – Contract**

After the announcement of the tender result, an equipment purchase contract is signed between ThPA SA and the selected economic operator.

The contract may be amended during its term of validity, without the need for a new contract conclusion procedure, following an agreement between the two parties.

### **ARTICLE 14 – Special Terms of the Procurement**

#### **14.1 Performance bond**

To sign the contract, the Contractor must submit a Performance Bond, the amount of which is defined as 5% on the contract value, not including VAT, delivered before or upon contract signing, expiring sixty (60) days after the delivery date.

The Guarantee is issued by Greek credit institutions and covers the implementation of all contractual terms and requirements of THPA SA against the supplier, in their entirety and without discriminations.

The performance bond shall be forfeited in the case where the terms of the contract are violated, as specifically defined.

#### **14.2. Delivery time**

The total delivery time is set by the economic participants in their offer and cannot exceed six (6) months from the signing of the contract. In case of late delivery, a 1% penalty on the contractual price shall apply for each day of delay, up to a maximum of 5%.



### 14.3. Delivery - Controls

The equipment will be delivered at the purchaser's facilities at the expense and on responsibility of the supplier. Upon delivery, the following controls will be performed:

- General inspection
- Verification of the compliance of the machine manufacture with the contract
- Control the machine operation with a load

After the successful completion of controls, the necessary training and the issuance of a product license, the Acceptance Protocol of the machine is drafted.

### 14.4 Equipment Performance Warranty

#### 14.4.1 Performance warranty period

The minimum acceptable good performance warranty period is twenty-four (24) months/or a thousand (1,000) operating hours, starting from the date of signing of the acceptance protocol. During the warranty period the supplier shall restore any damage or fault resulting from poor workmanship or defective materials. More specifically, the supplier shall respond within 48 hours by deploying a specialized technical team. If the supplier fails to restore the damage or fault within reasonable time, ThPA SA reserves the right to restore it by its own actions, ascribing the cost to the supplier.

If the machine is out of order for more than a week, the total guarantee time will be extended accordingly.

The time period between the failure event notification to the supplier and the delivery of the machine by the supplier in full operating condition will be the period out of service. If the machine remains immobilized due to a damage of its main operations (engine, pumps etc), the replaced spare parts will be necessarily accompanied by a guarantee with the same duration as the initial one.

#### 14.4.2 Performance warranty bond

A Performance warranty bond, the amount of which is defined as five per cent (5%) on the contract value, not including VAT, expiring sixty (60) days from the end of the performance warranty period, is delivered after the reception of the equipment.

In the case where the supplier fails to comply with his contractual obligations, ThPA's competent body shall recommend the forfeiture of the Performance Warranty Bond, in all or in part.

### 14.5. Pay - Suggested payment method

The procurement is financed from the regular budget of ThPA SA

An amount up to **twenty-five per cent (25%)** of the total contract value, VAT not included, may be provided as an advance payment upon signing of the contract and against an Advance Payment Bond.

After the reception of the equipment and the successful completion of controls and training, ninety-five (95%) of the total value (after deducting the advance payment) is paid to the supplier and the advance payment bond will be returned. The payment will be made within sixty (60) days from the issuance of the invoice subject to the presentation of an insurance clearance certificate.

The remaining five per cent (5%) is paid after the issue of the registration and the drafting of the Acceptance Protocol.

### 14.6 Other obligations of the Seller

#### 14.6.1 Training on machine maintenance and operation

Following the machine delivery, there will be one (1) day training on the operation and three (3) day training on maintenance. Training will cover all main subjects of operation and maintenance, through a presentation of all individual systems, both in a classroom and on the machine. Special emphasis will be placed on the electric and hydraulic systems, on preventive maintenance, on prevention and treatment of damage, on the controls for operation and the possibilities of diagnosis and restoration.

The trainers will be specialized technicians. Training will be held in Greek, and if an interpreter is required, he will be provided by the Contractor. The necessary auxiliary means (manuals, videos, images, plans etc.) will be provided. ThPA SA may make available the necessary room, a laptop and a projector.

#### **14.6.2 Execution of the first periodical maintenance.**

The supplier shall perform the first periodical maintenance, provided by the manufacturer, on his responsibility and at his expense. The first maintenance performed to make the necessary settings after the entry into service is not considered to be a periodical maintenance. In their offer, participants must list all works covered by the first periodical maintenance (initial technical support) and expected time/operating hours needed for its completion.

#### **14.6.2 Issuance of product license.**

The supplier shall submit the General Type Approval of the machine and ensure the issuance of the equipment's product license as a Project Machine. The Fees for the issuance of the license will be borne by ThPA SA.



## **PART B: TECHNICAL TERMS & SPECIFICATIONS**

### **1. GENERAL FEATURES**

- 1.1. The scope of the tender is the supply of one **(1) skid steer loader** with an option right (supply) of one more identical loader with a ROC/Rated Operating Capacity) **of over 1,200kg** per ISO, with a standard factory counter-weight, which will be confirmed on the manufacturer's official brochure and no addition counter-weight.
- 1.2. The supply of the scope also includes:

<b>S/N</b>	<b>DESCRIPTION</b>	<b>Quantity (pcs)</b>
1	Complete wheels with tyres	Four (4)
2	Electric starter	One (1)
3	Electric generator (dynamo)	One (1)
4	Engine (water) coolant pump	One (1)
5	Replacement Loading bucket	One (1)

- 1.3. The loader will be new, state-of-the-art, unworn, recently manufacturer, will meet the applicable European and Greek legislation and will bear CE marking, as provided for by the relevant EU directives.
- 1.4. The machine supplier must have special features in order to withstand operation in a restricted space (ship's hold), with a lot of dust, high temperature and humidity due to the marine environment. A machine that requires minimum maintenance with easy restoration of any damages will be preferred. A special emphasis is paid to safety and easy command.

### **2. OPERATIONAL FEATURES - SIZE**

- 2.1. The reversing static load will be over 2,400kg and will bear a general use high resistance bucket with a capacity of at least 0,5m<sup>3</sup>.
- 2.2. The operating weight (with a full fuel tank and an operator weighing 75kg) should be less than 4,000kg.
- 2.3. The total length with the bucket on the floor should not exceed 4.000mm and the width together with the tyres and the bucket, should not exceed 2.000mm.
- 2.4. The turn radius in running order measured at the bucket should be smaller than 2.400mm (the bucket being on the floor).
- 2.5. The departure angle will be greater than 20° and the ground clearance at least 200mm.

### **3. POWER UNIT - CRUISE CONTROL SYSTEM - HYDRAULIC SYSTEM**

- 3.1. The engine will be diesel, liquid cooled, turbo charged with net power per ISO 9249 at least 50kW and will meet the EU Stage V exhaust emission limits. The tenderers will list the technical features of the engine and the power curves and torque as a function of the engine speed.
- 3.2. The engine's air filter will be suitable for the environment with a high dust rating and should have purity indicator and a dust retention pre-filter before the main filter.
- 3.3. The fan will be hydraulic, variable speed, depending on the cooling requirements and must be placed on the engine. It must have a speed reversal system to make cleaning easy.
- 3.4. The loader shall have two forward speeds, one over 16km/h and one at least 10km/h, which will be equal to the reverse speed. Except from the operation brakes, it must also be fitted with parking brakes. The transmission system must preferably be hydrostatic (hydrostatic transmission). The machine must be fitted with a ride control for a maximum comfort during movement. The offer will include a full technical description of the movement transmission system.

- 3.5. The tyres will not have tubes (tubeless) of heavy type, industrial use, suitable for hard and soft surfaces, by a recognized manufacturer and with a life expectancy of 1000 hours. The tyres will have reinforced external sidewalls and valve protection. The tenderers must indicate the manufacturer, the type, the size and the particular features of the tyres.
- 3.6. The hydraulic system must be adequately designed to maximize the machine efficiency and, especially, in terms of power and speed. The hydraulic flow must be at least 80l/min and the pressure over 200bar. The high-pressure hoses must have a diameter and resistance that meet or exceed the loader's needs. The system must be protected against over-pressurization.
- 4. FRAME - OPERATOR'S CABIN - LOADING BUCKET**
- 4.1. The machine frame will be of robust construction. The external and internal metal surfaces of the machine must have a special coating for a higher corrosion resistance. Preference will be given to a dust-proof loader preventing dust coming into contact with the engine element and dust accumulation in bottom section.
- 4.2. The frame will bear four (4) high resistance suspension points suited for a common repeated use; they will be placed on the top part of the machine in such a way that no spreader or steel ropes of different sizes are required. They facilitate the easy suspension of the machine from ThPA SA port crane hooks in order to be safely transferred in the ship holds.
- 4.3. The loader's operation cab will be of robust manufacture, in conformity with Regulations ROPS per ISO 3471 and FOPS per ISO 3449 and will be based on a frame with anti-vibration mounts. All around it will have glass to ensure visibility to all directions for the operator. The machine will be fitted with anti-glare security glass. The front security glass will be cleaned through an adjustable speed windshield wipers. The cabin's door will lock in the open position and will have a lock. The operator's seat will be adjustable and will have a vibration dampening system with air suspension.
- 4.4. The cabin will be ventilated or air-conditioned (cooled or heated), with an air filter and an appropriate distribution system inside for removing condensation from windows. An ecological cooling fluid will be used. The air inflow will be preferably from the top, close to the roof in order to minimize incoming dust. The cab should be pressurized in order to avoid dust from reaching it. Finally, it must be fitted with a modern digital radio with the possibility to connect multimedia.
- 4.5. The loading bucket will be of general purpose with a capacity of 0,5m<sup>3</sup>, of high resistance, suitable for heavy materials with high tenacity and toothless blades. Its width should not be must larger than the maximum width of the machine, on top of the tyres. For reasons of simplicity and resilience, it should be attached to the machine with simple joints because no other attachments will be used.
- 5. OPERATION - MAINTENANCE - SAFETY**
- 5.1. The machine will be controlled using state-of-the art electro-hydraulic joysticks of robust construction. The loader must have a colour legible monitor of multiple indications, explanations preferably in Greek or else, in English, where the main operations of the machine will be presented, the periodical maintenance periods, damage detection information and troubleshooting will be presented. The offer will include a detailed description of the above system and its operations.
- 5.2. The system is fitted with a factory camera and a separate colour rear monitor for the safe movement of the machine backward. During reversing, there will be a strong sound signal and the machine will have an electric orange and preferably flashing light. The

machine will be fitted with full driving lights, a horn, a fire extinguisher, a first aid kit, a warning triangle and all other equipment provided for by the Highway Code for these specific vehicles.

- 5.3. The machine must be manufactured in a way as to require the minimum maintenance. Access to all main systems of the machine must be easy through withdrawal of the operation cab and opening rear door to allow easy and simple preventive maintenance, damage restoration and spare part replacement.

## **6. OPERATING MANUALS**

Upon delivery, the machine must be accompanied by the following books:

- Illustrated Operation and Preventive Maintenance Manual for operators (Operator's Manual) in 5 copies in Greek.
- Illustrated control, setting, repair book (maintenance - work shop manual) meant for technicians. This book will include an extensive table of possible damages - causes and troubleshooting methods in 3 copies, preferably in Greek or, else, in English.
- Three full series of detailed plans referring to the electrical and hydraulic circuits with explanations, preferably in Greek or else in English.
- An illustrated spare parts book in 3 copies preferably in Greek, or else, in English.

The above books will cover all system parts and systems and will be also delivered in electronic format.

### **ATTACHMENTS:**

- A.** Table of Main Technical Characteristics
- B.** Loader Sales Statement (SSL)

**THE MANAGING DIRECTOR –  
CHIEF EXECUTIVE OFFICER  
OF THPA S.A.**

**FRANCO NICOLA CUPOLO**

## A. TABLE OF MAIN TECHNICAL FEATURES

S/N	TECHNICAL FEATURES		Unit
1	Manufacturer - Factory machine model		
2	Country of manufacture		
3	Rated Operating Capacity (ROC)		kg
4	Bucker capacity		m <sup>3</sup>
5	Manufacturer - Factory machine model		
6	Engine power per ISO 9249 /RPM		kW/RPM
7	Maximum engine torque/RPM		Nm/RPM
8	EU stage antipollution technology level		
9	Maximum line speed (2nd)		Km/h
10	Maximum working pace (1st)		Km/h
11	Reversing static load		kg
12	Operating weight		kg
13	Total length of the machine including the bucket		mm
14	Total width including tyres and bucket		mm
15	Turn radius in running order measured at the bucket		mm
16	Departure angle		o
17	Ground clearance		mm
18	Tyre manufacturer, type and size		
19	Hydraulic system flow		l/min
20	Hydraulic system pressure		bar

## B. LOADER SALES STATEMENT (SSL)

S/N	LOADER TYPE	PURCHASER	QUANTITY	YEAR
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