

Instruction for participation Application

KOMPA
Kouvola B Fuel Governor upgrade for
PFT10DLN Gas Turbine

Restricted procedure

1. Participation application shall be made according to these instructions by filling all the forms and giving all the explanations required in participation application instructions.
2. Participation application must be delivered by e-mail by the 15th of March 2017, at 13.00 hrs local time in Finland to:

Neste Jacobs Oy
Anne Salminen

E-mail address: anne.salminen@nestejacobs.com

Copy to: Kirsi.korpela@gasum.fi

Participation applications and all the applicants own appendices shall be submitted by e-mail. Delivery of participation applications by e-mail will be on sender's responsibility.

Note that applicant's name and following text need to definitely be marked on the e-mail message:
"Participation application for KOMPA–procurement".

Applications received after deadline will not be taken into consideration.

Participation Application must be in English.

3. Participation application shall be done thoroughly. Conditions which are against this public procurement notice or its appendices are not allowed to include to the participation application.
4. We kindly ask you not to deliver any advertisements or similar material as an appendix to your participation application. Furthermore, we ask you to pay attention to the fact that extra material cannot be taken into consideration and therefore there will be no advantage from it.
5. The applicant shall fill the form electronically. Order and content of the form shall not be changed.
6. There will be no reimbursement of costs or expenses to applicants or tenderers for sending participation application or a tender, nor for the actions relating to those things.
7. Questions concerning participation application may be sent by e-mail *until Friday 10th of March 2017, at 12.00 hrs local time in Finland* to anne.salminen@nestejacobs.com, copy to Kirsi.korpela@gasum.fi Please use reference "KOMPA–procurement" in subject field. Identical answers to questions will be sent to all applicants who have informed their contact information (an e-mail address). To secure impartial treatment of all applicants questions or information requests by phone are not answered.

8. The use of ESPD document (European Single Procurement Document) is mandatory.
9. In addition to ESPD document, the candidates shall meet the following requirements:
- 9.1. Availability of Support and spare part services: The Candidate guarantees the availability of support helpdesk services during Mon-Fri 08.00-16.00 in Finnish time.
The candidate guarantees availability of spare parts at Buyers site.
Description of valid support and spare part Service – Report Required
- 9.2. New FG-System deliveries will be supported in minimum for 15 years.
Description or Roadmap describing the FG systems guaranteed life cycle – Report Required

Candidate's selection for tendering. If there are more than five (5) candidates who meet the required qualifications and competences (according to ESPD and additional requirements given in this document) procurement unit will choose accepted candidates based on the candidates selection criteria's (3060009_3-02-00008).

10. Procurement unit will check the certificates and reports concerning the suitability (reported in ESPD-document) of winner of the contract award. Also, procurement unit may check the certificates and reports of the tenderer in any phases of the procurement process, for example prior to selecting the tenderers.
11. The purchaser reserves the right not to conclude an agreement with any of the candidates.
12. Summary of documents which shall be signed and submitted with the Participation Application.

Documents to be submitted with Application	Document Number
Confirmation to participate	3060009_3-02-00006
Candidates References	3060009_3-02-00007
Candidates selection criteria	3060009_3-02-00008
ESPD (completed document in pdf version)	
Description of valid support and spare part Service	see above 9.1
Description or Roadmap describing the FG systems guaranteed life cycle	see above 9.2

13. Schedule for Procurement

Schedule:	Deadline
Contract Notice and Invitation to tender	22.2.2017
Questions regarding the scope	10.3.2017 at 12:00
Answers to all applicants	13.3.2017
Participation Application confirmation & required documents	15.3.2017 at 13:00
Candidates selection for tendering	22.3.2017
Submission of Tender	28.4.2017 at 13:00
Decision of the selected Seller	12.5.2017
Contract award	8.6.2017

14. Summary of Procurement Documents & enclosures

Document name	Document number
1. Project Description	3060009_3-02-00012
2. Participation Instructions	3060009_3-02-00005
3. Confirmation to participate	3060009_3-02-00006 Appendix 1
4. Candidates References	3060009_3-02-00007 Appendix 2
5. Candidates selection criteria	3060009_3-02-00008 Appendix 3
6. ESPD (Word-version)	
7. Additional Instructions to ESPD	3060009_3-02-00009 Appendix 4
8. Pricing Form	3060009_3-02-00010
9. Scoring criteria's of Seller's selection	3060009_3-02-00011
10. Purchase Requisition	3060009_3-06A-00004
11. Enquiry	
12. Contract draft	