



Purchasing & Logistics Department

INQUIRY No : 4 0 3 5 0 9
OBJECT : SYNCHRONIZATION SYSTEM

SPECIAL TERMS

1. FORMULATION OF THE BIDS

- 1.1** All offers shall have to be complete and include all typical and technical evidence required by the bidding and the Technical Specification.
- 1.2.** It is stressed that after the unsealing of offers, the submission of complementary evidence is not allowed and any potential, complementary evidence or data submitted this way, shall not be taken into account in the bid evaluation procedure.
- 1.3. The offers shall have to contain all evidence requested by the attached Technical Specifications and the technical remarks of the Inquiry, in a clear-cut and unique way. Technical offers containing lacking or contradictory evidence- according to the Dpt of IPTO performing the technical evaluation – shall be rejected.**
- 1.4** Offers, in order to be technically evaluated, shall have- upon penalty of rejection- to contain all the evidence here below, stated in compliance with the order and numbering, as follows.
- 1.5** The factory of manufacturing of the offered materials shall be stated together with the following distinct pieces of related information:
- 1.5.1** Mail address of the factory.
- 1.5.2** Data on the human resource structure of the factory.
- 1.5.3** Description of the facilities.
- 1.5.4** Description of the testing equipment.
- 1.6** An ISO 9001 conformity certificate issued for the factory, which shall cover all offered items, shall be submitted.
- 1.7** An original statement of Compliance of the offered material with the correspondent Technical Specifications/ Descriptions of IPTO SA and the technical remarks of the Inquiry, duly signed by the factory of manufacturing, shall be also submitted.
- 1.8.** In the Bids it should be stated analytically the total weight and volume of the offered material.
- 1.9.** Alternative offers for the same type of material are not allowed.
- 1.10.** In case the Bidder that takes part in this Inquiry, is not the manufacturing factory itself, his offer shall have to be accompanied by an original statement of the manufacturing factory, by means of which the latter shall allow the Bidder to supply IPTO SA with the materials in question, for this Inquiry.
- 1.11.** If the technical inspections cite is rather than the manufacturing factory, the following should be stated:
- Name and address of the Company at which the technical inspection shall take place.
 - List of the existing testing equipment of this Company, so as to check whether it has the possibility of performing the quality control at the proposed cite.



Purchasing & Logistics Department

INQUIRY No : 4 0 3 5 0 9
OBJECT : SYNCHRONIZATION SYSTEM

SPECIAL TERMS

1.12 The above information required complement to the technical description.

2. **SPECIAL TECHNICAL TERM**

In compliance with article 34 of the Directive 2004/17/EU, offers are acceptable provided they comply with approved European or international standards and respond in an equivalent manner, to the performance or functional requirements of the material of the present inquiry.

Bidders shall have to prove in a satisfactory, for the purchaser, way and using every proper means, that the offered material, which complies with the technical standard, responds to the performance or functional requirements defined in the specification of the present inquiry.

The foregone proving evidence shall have to be submitted together with the offer. A posteriori submission of the evidence is not acceptable.

3. **PRICES TO BE QUOTED**

All prices shall be quoted mandatorily, on penalty of nullity, in EURO:

3.1 **GREEK BIDDERS**

- Prices for delivery and installation of material on IPTO's installations at St. Stefanos - Attica.
- Prices quoted shall be clear for IPTO and they will include all legal charges and expenses related with the supply of the material, except VAT as per Law-1642/86, which will be obligatorily stated by the Bidders for the offered material.
- All the above unit prices will be written in the respective columns of the Summary of Proposal (32.3θ) which will be fully filled in.

3.2 **FOREIGN BIDDERS**

- Offers which depend their prices on the exchange rate between the offer currency and any other currency shall not be taken into consideration.
- Bidders must quote strictly in accordance with the requirements of the attached Summary of Proposal FORM 32.26L and must include all costs chargeable to Supplier (custom duties, unloading of material, custom clearance, storage, transport charges etc) for the delivery of material to IPTO's store located at KRIONERI ATTICA .



Purchasing & Logistics Department

INQUIRY No : 4 0 3 5 0 9
OBJECT : SYNCHRONIZATION SYSTEM

SPECIAL TERMS

4. EVALUATION OF THE BIDS

4.1 The criterion of the evaluation of the Bids will be the lowest total price supply in combination with the cost of the material, installation and training .

4.2 The evaluation of the Bids, for the showing forth of the lowest Bidder, will be based on the prices for delivery of material to IPTO store at KRIONERI ATTICA.

5. TERMS OF PAYMENT

5.1 Terms of payment against Advance payment or Letter of Credit are not accepted. In case such terms are submitted, these terms shall not be taken into consideration.

5.2 GREEK BIDDERS

Payment by IPTO will be held as follows:

- 70% of the value of the equipment will be paid on the twentieth (20th) day of the second calendar month following the month of submission of all necessary documents and receipt of equipment.
- The price of installation and training services and the remaining 30% of the value of the equipment will be paid after the end of successful FAT testing (FINAL ACCEPTANCE TEST) as described in paragraph 7 of the Technical Description, likewise the twenty (20) day of the second calendar month following that in which successfully completed the installation and training services.

5.3 FOREIGN BIDDERS

According to para. 4 of General Contracting Terms(as mentioned to the above § 5.2), payment shall be made 100% on the 20th day of the second calendar month following the submission of all the documents, to IPTO offices in Athens (Financial Department, 89 DIRRACHIOU & KIFISOU str), provided that materials have been delivered. If the 20th day of the second calendar month is not a working day, the payment will be settled the following working day. All these documents must be issued to the name of IPTO S.A.

Each contracting party will bear all charges commissions and expenses of the Bank of its country relevant to the fulfillment of Purchaser's payment obligations towards the Seller.

6. PRICE ESCALATION

Prices which will be given must be firm and aren't subject to price escalation. Offers including prices with an escalation term will be rejected.



SPECIAL TERMS

7. **DELIVERY TIME**

The delivery of the equipment and the installation shall be done at Energy Control Center at St. Stefanos Attica, within three (3) months from the effective date of the Contract. In a different case, Bidders are requested to define exactly the time (in calendar days or months) within which the material will be delivered and install at Energy Control Center at St. Stefanos Attica.

8. **PARTICIPATION LETTER OF GUARANTEE**

8.1 Participants submitting an offer for the whole of the materials included in the Inquiry, must also submit a Participation Letter of Guarantee according to paragraph 9 of General Bidding Terms (FORM D2/30.10.2000) for a sum of EURO 500,00 and validity period of (06) six months from the offers submission date.

8.2. Participation Letter of Guarantee will be enclosed in the envelope containing technical elements.

9. **GREEK BIDDERS**

On penalty of nullity of the relevant bids, bidders shall attach to their offers a Declaration of the Law 1599/86, worded in compliance with the attached sample 21.15, that no person that participates in their Companies in a capacity that is cited in this sample is a Member of Parliament.

10. **GOOD PERFORMANCE LETTER OF GUARANTEE**

10.1. **GREEK BIDDERS**

According to paragraph 14 of the General Contracting Terms (FORM Σ2/30.10.2000).

10.2. **FOREIGN BIDDERS**

According to paragraph 16 of the General Contracting Terms (FORM S2/30.10.2000).

10.3 The percentage of ten percent (10%) of paragraph 14.1 of the General Contracting Terms (FORM Σ2/30.10.2000) and the paragraph 16.1 of the General Contracting Terms (FORM S2/30.10.2000), is modified and defined at five percent (5%), in compliance with Law 4281/2014.

11. **PENALTY CLAUSE**

11.1 The penalty clause for each delayed delivery will be 0,5% per whole week and will be no more than five percent (5%) of the contractual value of this quantity.

11.2. **GREEK BIDDERS**

For the calculation of the penalty clause which will be according to paragraph 11 of General Contracting Terms (FORM Σ2/30.10.2000), it shall be taken into account:

- DELIVERY to IPTO store.

The delivery date (arrival) of the materials to IPTO's store shall be taken into consideration, excluding the period from the date of readiness for inspection till the date of the material inspection.



SPECIAL TERMS

11.3. FOREIGN BIDDERS

- For the calculation of the penalty clause which will be according to paragraph 9 of General Contracting Terms (FORM S2/30.10.2000), the delivery date (arrival) of the materials to IPTO's store at Krioneri Attica shall be taken into consideration, excluding the period from the date of readiness for inspection till the date of the material inspection.

12. TRAINING

About training in accordance with paragraph 8 of technical specification, Bidders must necessarily quote both the content of education and the duration so as to ensure that afterwards the trainees will have the necessary technical skill to operate, maintain, repair and expand the system without additional technical support required.

In any case if the IPTO considers that the training provided has not responded successfully to the requirements of paragraph 8 of the technical specification, the training will be repeated at no extra cost to the IPTO, and the payment period will be extended accordingly.

13. EFFECTIVE DATE OF THE CONTRACT

The following term shall be included in the signed Contract:

13.1 GREEK BIDDERS

"The effective date of the contract will be the twentieth (20th) day from the date which is referred in the first page of the Contract".

13.2 FOREIGN BIDDERS

"The effective date of the contract will be the twentieth (20th) day from the date which is referred in the first page of the Contract".

14. VALIDITY OF THE BIDS

14.1 Bids shall be valid for 120 (one hundred and twenty) days (attached Specimen 24.14.1).

14.2 In case of extension of the bid, the bids that have already been submitted can be returned to the suppliers. If the bids are not claimed and remain in competent Office, they will be valid, as they are, also for the extension of the bid, unless the bidders modify, complete or withdraw their bid by their declaration which must be submitted by the new date/time of the unsealing.



Purchasing & Logistics Department

INQUIRY No : 4 0 3 5 0 9
OBJECT : SYNCHRONIZATION SYSTEM

SPECIAL TERMS

15 GENERAL BIDDING AND CONTRACTING TERMS

15.1. GREEK BIDDERS

General Bidding Terms valid at the present Inquiry are included in the attached FORM Δ2/30.10.2000 and General Contracting Terms are included in the attached FORM Σ2/30.10.2000.

15.2. FOREIGN BIDDERS

General Bidding Terms valid at the present Inquiry are included in the attached FORM D2/30.10.2000 and General Contracting Terms are included in the attached FORM S2/30.10.2000.

16. In case of conflict between the Special Terms and the General Terms of the present Inquiry, Special Terms shall prevail.

17. The present Inquiry is issued in English and Greek text for foreign bidders. In case of conflict the Greek tests shall prevail.

18. All texts and specifications attached hereto constitute an integral part of the present Inquiry.

19. PARTS OF THE INQUIRY

The present Inquiry is constituted of the following parts :

1. FORM D3/30.10.2000. (1 page)
2. SPECIAL BIDDING TERMS (6 pages).
3. GENERAL BIDDING TERMS (FORM D2/30.10.2000).
4. FORM S4/30.10.2000
5. GENERAL CONTRACTING TERMS (FORM S2/30.10.2000) and its attachments
6. Technical Specification : TA- 2100 A.