Call for Quotations – CfQ

Provision, Operation and Installation of Lighting Services for Festivals Malta Agency

Issued by: *Festivals Malta Agency*
CfQ#: *CFQ 2022 - 079*
Issue Date: Friday 20th May 2022
Response/Submission Date and Time:
Wednesday 1st June 2022 at 09:30 hours

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Section A: Instructions

1) Response to this CfQ are to be submitted online through the ePPS (electronic Public Procurement System)[1].

All submissions will be dealt with in strictest confidence.

2) The General Rules Governing Tendering Version 4.2, found through www.etenders.gov.mt/Resources , shall apply in principle to this Call for Quotations.

The Estimated Procurement Value for this Call for Quotations has been based on comprehensive research including appropriate financial analysis. In the context of this procurement, the Estimated Procurement Value, based on market research, is that of € 9,000.00 (nine thousand nine hundred euros) excluding VAT.

The purpose of this value shall be the guidance of prospective bidders when submitting their offer and is not to be considered as a binding capping price.

Therefore, the published Estimated Procurement Value is not restrictive and final on the Contracting Authority. Economic Operators are free to submit financial offers above or below the Estimated Procurement Value. However, the Contracting Authority reserves the right to accept or reject Financial Offers exceeding the Estimated Procurement Value.

Section B:

General Information

1) Purpose

The purpose of this Call for Quotation (CfQ) is the provision, including delivery, setup, operation and dismantling of lighting requirements for Festivals Malta Agency to be set up in Valletta during Ritmu Festival 2022 between the 10th and 11th June, both days included.

2) Beneficiary

The beneficiary, being Festivals Malta Agency is the point of contact for this CfQ.

All enquiries are to be communicated through the Electronic Procurement System ePPS.

Any Clarification requests are to be requested on the ePPS by not later than Wednesday 25th May 2022 at midday.

Any CfQ addenda/updates will be made available through the ePPS by not later than Friday 27th May 2022 at noon.

All offers are to be submitted by the service providers, through the ePPS by Wednesday 1st June 2022 at 09:30hrs.

3) Scope and Terms & Conditions

The Contracting Authority is seeking the quotations for the rental of lighting rental including set up, operation and dismantling as per details listed in the Technical Specifications.

Health and Safety: The contractor shall assume full responsibility and accountability, according to the current legislation, concerning the Health and Safety of his/her employees and/or his/her sub-contractors, including any third parties involved in the execution of this quotation.

The contractor shall be bound to conform with the Occupational Health and Safety Authority Act 2000 (Cap 424) and to all regulations/legal notice that form part of this Act; as well as any other national legislation, regulations, standards, and/or codes of practices in effect during the execution of the contract, regarding health-and-safety issues, as they apply for the contractor's particular operating situation and nature of work activities.

3.1 Technical Specifications

3.1.1 Lighting Main Stage

2 windups, one on each side mobil tech, 6.5 meters, with a truss x 30cm across to light up the stage from the front.

Stage size will be 5 .x 7 meters with no tent.

Hanging Fixtures

6 x Led profiles
6 x Wash Led moving headS
4 x Led Pars for Audience

On Stage / Back

4 x moving heads

2) Light source 470W discharge lamp
3) 5°- 45° Linear Zoom
4) CMY Color System
5) CTO Filter
6) Low noise, silent operation

To Light Backstage
4 x Led / RGB Wall washers

High-quality Hazer Machine

3) DMX Volume and Intensity control

4) 2000W
5) Fog quantity : 2,000 m³ / min
6) Min 3.5 Litre Fluid tank

High-quality DMX Lighting Control Desk

4) 4 x DMX universes.
5) Minimum of 20 x Programmable
6) Memory Faders

High-quality Dimmer Packs

- Minimum 10 Amp per channel
- DMX Control

3.1.2 Għana Corner

2 x windup stands with a T bar
6 x Led/RGB Pars

3.1.3 Kids Area

2 x windup stands with a T bar
4 x blonds

3.1.4 Various areas

4 x windup stands with a T-bar
4 x blonds
4 x Led/RGB Pars
120 meters of warm colour fairy lights

3.1.5 General Lighting

60 x Led RGB uplighters 240v (not battery operated) to light up all the arches and trees from underneath.

10 x Led RGB bars

3.1.6 Upper Barrakka Entrance

2 x wind up stands
4 x Led/RGB Pars

3.1.7 Malta Stock Exchange

We need to light up the building of the malta Stock exchange back side.
To do this we need:

6 x Led RGB Wall washes on DMX.

3.1.8 Power Generators – Stage and General lighting for all areas

2 x Super Silent Generator/s One running and One on standby. Synchronised

- With the capacity to supply the required power for all the stage lighting, Catering and General Areas
- Manual Changeover
- Earth Electrode
- Fuel consumption for the event duration just in case the temporary power fails.
- Stand by technician

3.2 Schedule

Date	Schedule of works
Monday 6th June	Delivery and set up of stage
Tuesday 7th June	Delivery and set up of lights system including generator.
Wednesday 8th June	Delivery and set up of sound system
Thursday 9th June	Delivery and set up of stalls Delivery and set up Bar ta l- ghanneja Sound check Flamenco Fusion 19:30 - 20:15hrs. Sound check Bernie & Pod 20:30 - 21:45 hrs.
Friday 10th June	Sound check Mimmo Cavallaro 17:00 - 18:30 hrs
Saturday 11th June	Sound check: Kantera 11:00 - 12:15 Sound check: Sterjotipi 12:30 - 13:45 Sound check- Albaluna 16:30 - 18:00 hrs. Sound check Radju dramm 18:00- 18:30 hrs
Sunday 12th June	Following end of event: Dismantling of lights and sound.

3.2.1 Crew

Professional lighting engineer, riggers and crew as necessary for all areas. The same engineer needs to be present for all rehearsals and performances according to the schedule issued by Festivals Malta.

Note: The Contracting Authority, as a minimum, expects that enough crew for set up and dismantling are on site during the established time frames. However, it is at the Contractor's discretion to decide how many staff they needs for set up and dismantling, which shall be factored in the submitted Financial Bid Form. The Contractor cannot claim any further expenses related to the above.

Section C

Details of information requested

1) General Economic Operator Information

- Declaration concerning Selection Criteria
  (Note2) *Not Applicable*

1) Specific Project Overview

As per Section B Article 3.

3) Response Format and Award Criteria (Note 3)

Responses are to be straightforward, clear, concise and specific to the information requested. In order for submissions to be considered complete, Economic Operators must provide all the requested information mentioned in this document as well as any other comments, observations or suggestions which potentially may assist the Contracting Authority in the Call for Quotations.

The award criteria for this Call for Quotations is the Price.

Section D

Additional Information

1) The Contractor will be required to provide the service as per schedule of service listed above, in liaison with the Contracting Authority's production team. Full cooperation is expected from the Contractor at all times.

2) The Contractor must be covered by third party liability insurance of at least €500,000 and in the joint name of the Contractor and the Contracting Authority.

3) The Contractor is to submit a valid insurance cover upon signing of the contract.

4) The Contractor shall assume full responsibility and accountability, according to the current legislation, concerning the Health and Safety of his/her employees and/or his/her sub-contractors, including any third parties involved in the execution of this quotation.

5) Payment will be done to the Contractor through bank transfer following the Event and upon presentation of a detailed fiscal. Any penalties incurred throughout the execution period of the contract may be deducted from sums due to the Contractor.

6) The Contractor shall be bound to conform with the Occupational Health and Safety Authority Act 2000 (Cap 424) and to all regulations/legal notice that form part of this Act;

as well as any other national legislation, regulations, standards, and/or codes of practices in effect during the execution of the contract, regarding health-and-safety issues, as they apply for the contractor's particular operating situation and nature of work activities.

7) Delays in execution shall result in a penalty of €200 per day per default which shall be then deducted from amounts due to the Contractor at the end of each month. Penalties are capped at 15% of the total contract value. Should this capping be reached, the Contracting Authority reserves the right to terminate the agreement by giving a one-week written notice to the Contractor. In such a case, the Contractor will be only paid for services physically rendered onsite by the time of the issuance of the termination notification.

Section E

Financial Bid Form **(Note 3)**
(please fill it in and upload on the epps)

Notes to the Financial Bid Form

a. Quotations are to be submitted and shall be awarded including taxes or any other charges and applicable but excluding VAT.

b. Three decimal points do not exist as currency; therefore, such offers cannot be accepted. Offers are to be submitted up to two decimal points.

c. All economic operators are bound to abide by the Financial Regulations in Terms of VAT Regulations and are to quote for all items in the Financial Bid.

d. All prices to be submitted in Euro Currency.

e. The Contracting Authority is bound to procure a minimum of 80% of the awarded contract value.

f. The Service Provider must comply with the relevant local legislation and regulation.

g. All costs are to be included in the Financial Bid Form as claim for costs other than those outlined in the Financial Bid Form shall not be entertained.