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Route de Vinon-sur-Verdon - CS 90 046 - 13067 St Paul Lez Durance Cedex - France

## **PRIOR INDICATIVE NOTICE (PIN)**

### **OPEN TENDER SUMMARY**

IO/24/OT/70001179/EBT

for

**Operational Health and Safety (OHS) services**

#### **Abstract**

The purpose of this summary is to provide prior notification of the IOs intention to launch a competitive Open Tender process in the coming weeks. This summary provides some basic information about the ITER Organisation, the technical scope for this tender, and details of the tender process for the provision of the OHS services.

## 1 Introduction

This Prior Indicative Notice (PIN) is the first step of an Open Tender Procurement Process leading to the award and execution of a Framework Contract.

The purpose of this document is to provide a basic summary of the technical content in terms of the scope of work, and the tendering process.

The Domestic Agencies are invited to publish this information in advance of the forth-coming tender giving companies, institutions or other entities that are capable of providing these services prior notice of the tender details.

## 2 Background

The ITER project is an international research and development project jointly funded by its seven Members being, the European Union (represented by EURATOM), Japan, the People's Republic of China, India, the Republic of Korea, the Russian Federation and the USA. ITER is being constructed in Europe at St. Paul–Lez-Durance in southern France, which is also the location of the headquarters (HQ) of the ITER Organization (IO).

For a complete description of the ITER Project, covering both organizational and technical aspects of the Project, visit [www.iter.org](http://www.iter.org).

## 3 Scope of Work

The scope of services covered by this technical specification includes:

- For both Building Owners, a general OHS coordination on the ITER Construction Site:
  - o General Occupational Health Protection and Safety Coordination between the different building owners.
  - o Management of occupational safety risks from interfacing activities within the same area.
  - o Active participation to Emergency response management
- For the ITER Organization, the scope of work is divided in three additional specific activities:
  - o OHS coordination on the ITER platform:
  - o Provision of OHS services, to work in support of ITER OHS section on permanent facilities topics
  - o Provision of OHS services, to work in support of ITER OHS Section on the ITER facility design related topics.

## 4 Procurement Process & Objective

The objective is to award a Framework Contract through a competitive bidding process.

The Procurement Procedure selected for this tender is called the Open Tender procedure.

The Open Tender procedure is comprised of the following four main steps:

- Step 1- Prior Indicative Notice (PIN) :
 

The Prior Indicative Notice is the first stage of the Open Tender process. The IO formally invites the Domestic Agencies to publish information about the forth coming tender in order to alert companies, institutions or other entities about the tender opportunity in advance. Interested tenderers are kindly requested to return the expression of interest form (Annex I) by e-mail by the date indicated in the procurement timetable below.

**Special attention:**

**Interested tenderers are kindly requested to register in the IO Ariba e-procurement tool called "IPROC". The registration process is described at the following link: <https://www.iter.org/fr/proc/overview>.**

**When registering in Ariba (IPROC), suppliers are kindly requested to nominate at least one contact person. This contact person will be receiving the notification of publication of the Request for Proposal and will then be able to forward the tender documents to colleagues if deemed necessary.**

➤ Step 2 – Request for Proposal :

Within 14 days of the publication of the Prior Indicative Notice (PIN) the Request for Proposal will be sent in IPROC to the Tenderers who expressed their interests. This stage allows interested bidders who have seen the PIN to obtain the tender documents and to prepare and submit their proposals in accordance with the tender instructions.

**Special attention:**

**Only companies registered in the IPROC tool will be invited to the tender.**

➤ Step 3 – Tender conference

A tender conference will be organised at the ITER site in order to present to the tenderers the scope of work as well as the procurement and contracts rules. During this conference, the tenderers will have the opportunity to go for a site visit of the ITER worksite.

➤ Step 4 - Tender Evaluation Process :

Tenderers proposals will be evaluated by an impartial, professionally competent technical evaluation committee of the ITER Organization. Tenderers must provide details demonstrating their technical compliance to perform the work in line with the technical scope and in accordance with the particular criteria listed in the Request for Proposal (RFP).

➤ Step 5 – Contract award :

A framework contract will be awarded on the basis of best value for money according to the evaluation criteria and methodology described in the Request for Proposal (RFP).

**Procurement Timetable**

The tentative timetable is as follows:

| Milestone                                        | Date           |
|--------------------------------------------------|----------------|
| Publication of the Prior Indicative Notice (PIN) | Mid Sep. 24    |
| Submission of expression of interest form        | Beg. Oct. 24   |
| Request for Proposal (RFP) publishing on IPROC   | Mid Oct. 24    |
| Tender conference                                | End Oct- 24    |
| Tender Submission in IPROC                       | End Nov. 24    |
| Tender Evaluation                                | Dec. 24-Jan.25 |
| Contract Award                                   | Beg Feb. 25    |
| Framework Contract Signature                     | Feb. 25        |
| Task order 1 signature                           | Beg Mar 25     |
| Task order 1 commencement                        | Mid Mar 25     |

## **5 Quality Assurance Requirements**

Prior to commencement of any work under this Contract(s), a “Quality Plan” shall be produced by the Supplier and Subcontractors and submitted to the IO for approval, describing how they will implement the ITER Procurement Quality Requirements.

## **6 Contract Duration and Execution**

The ITER Organization shall award a Framework Contract around February 2025. The estimated contract duration shall be 3 years firm with the option to extend for two additional years.

The working language of ITER is English, and a fluent professional level is required (spoken and written).

## **7 Experience and Capacity**

- The OHS support shall have a minimum 5 years’ experience with similar projects and contracts.
- As a minimum staff taking part to the contract shall hold a thorough knowledge of applicable French HS regulations and be conversant with relevant standards, (NF, ISO 45001, etc.)
- Experience in international working environment and in training is recommended.
- All Contractor staff working on the project shall have a working level in English and French. The coordinator shall be proficient in English in order to be capable of elaborating relevant documentation. IO reserves the right to reject officers whose level of English proves insufficient through the rollout of the mission.
- One contractor staff shall have relevant electrical qualification and experience in topics like legal inspection and commissioning of electrical equipment / installation.

## **8 Candidature**

Participation is open to all legal entities participating either individually or in a grouping/consortium. A legal entity is an individual, company, or organization that has legal rights and obligations and is established within an ITER Member State.

Legal entities cannot participate individually or as a consortium partner in more than one application or tender of the same contract. A consortium may be a permanent, legally established grouping, or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e. the leader and all other members) are jointly and severally liable to the ITER Organization.

In order for a consortium to be acceptable, the individual legal entities included therein shall have nominated a leader with authority to bind each member of the consortium, and this leader shall be authorised to incur liabilities and receive instructions for and on behalf of each member of the consortium.

It is expected that the designated consortium lead will explain the composition of the consortium members in a covering letter at the tendering stage. Following this, the Candidate’s composition must not be modified without notifying the ITER Organization of any changes. Evidence of any such authorisation shall be submitted to the IO in due course in the form of a power of attorney signed by legally authorised signatories of all the consortium members.

## **9 Sub-contracting Rules**

All sub-contractors who will be taken on by the Contractor shall be declared with the tender submission. Each sub-contractor will be required to complete and sign forms including technical and administrative information which shall be submitted to the IO by the tenderer as part of its tender.

The IO reserves the right to approve any sub-contractor which was not notified in the tender and request a copy of the sub-contracting agreement between the tenderer and its sub-contractor(s). For each Contract, sub-contracting is allowed but it is limited to one level, and its cumulated volume is limited to 30% of the total

Contract value. Two levels of sub-contracting may be considered for very specific activities which will be mentioned by the IO in the Tender documentation.