**APPLICATION AND INFORMATIVE TENDER FOR MARKET RESEARCH**

FOR THE SUPPLY AND INSTALLATION OF THE FAST ELECTRIC CHARGING EQUIPMENT FOR ELECTRIC BUSES

 (ROOFTOP CHARGING USING PANTOGRAPH)

Date: ...........................

1. **SUBMITTED BY**

|  |  |
| --- | --- |
| **Full firm name of the company** |  |
| **Registration number of the company** |  |

1. **REPRESENTATIVE**

|  |  |
| --- | --- |
| **Name, Surname** |  |
| **Title** |  |
| **Tel. No.:** |  |
| **Email** |  |

Regional Representative in the Republic of Latvia (if any):

|  |  |
| --- | --- |
| **Representing company:** |  |
| **Address** |  |
| **Tel. No.:** |  |
| **Email** |  |

1. **APPLICATION**

**3.1. Information about the subject-matter of the procurement**

Within the scope of the procurement, the supply and installation of at least 7 (seven) fast electric charging equipment units for electric buses is planned at various addresses throughout the territory of the city of Riga. Acquisition of additional equipment is possible within the available financial resources.

**3.2. In accordance with information from the contracting authority:**

[ ]  The technical requirements are clear, feasible and their content is sufficient to submit an offer;

[ ]  The technical requirements are subject to elaboration:

|  |
| --- |
| *If you marked that the technical requirements are subject to elaboration, please indicate here or add as an attachment to the application exactly what needs to be elaborated upon or what information is unclear or insufficient. Here you can also express your opinion about some other important aspect to be taken into account when preparing the procurement.**This information is particularly important to us in order to prevent delays in the open procedure and to ensure free competition between suppliers.* |

3.3 We have familiarized ourselves with the market research documentation and:

[ ]  We will participate in an open procedure when such is announced;

[ ]  We will not participate due to lack of an appropriate experience;

[ ]  Other option.

|  |
| --- |
| *Please specify the circumstances that prevent you from participating in an open procedure.* |

1. **EXPERIENCE AND ABILITIES OF THE COMPANY**

4.1 We have supplied fast charging stations of electric busses (with a capacity of at least 300 kW) during the previous 5 (five) years, please provide information on no more than 5 (five) contracts.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Customer** | **Year of supply, description of the supplied equipment, supplied volume** | **Contractual price in EUR, VAT excluded** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* 1. We lack the required experience, but we can confirm that we would be capable of fulfilling the contractual conditions because:

|  |
| --- |
| *Please specify the experience of the company, which is not the required one, but would allow to fulfil the contract in due quality.*  |

* 1. Economic and financial capabilities:

|  |  |
| --- | --- |
| **Total turnover** | **Year** |
|  | 2022\* |
|  | 2021 |
|  | 2020  |
|  | 2019 |
| **Positive equity in 2021 or 2022\*** | [ ]  Compliant[ ]  Non-compliant |
| **The liquidity ratio** (“Total current assets” divided by the balance sheet row “Total short-term trade payables”) **in 2021 or 2022\* is at least 1** | [ ]  Compliant[ ]  Non-compliant |

**"\*" -** *information for the year 2022 can be submitted if any is at the disposal of the tenderer*

1. **GENERAL DESCRIPTION OF THE INFORMATIVE OFFER**

**5.1. Content of the offer:** completed application and informative offer form.

**5.2. The tenderer is entitled to supply and install fast charging stations for electric buses, ensuring the fulfilment of warranty obligations (including full-scale maintenance services), because:**

[ ]  the submitter of the tender is a manufacturer or an authorized representative of the manufacturer of the proposed technical solution and has a document issued by the manufacturer confirming it:

* Full firm name of the manufacturer of fast charging stations: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Internet link where the manufacturer's information is available about the technical solution of fast charging stations: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5.3. The tenderer has the possibility to present its technical solution in order to provide a detailed picture of the functional and technical advantages of the proposed equipment:

[ ]  yes,

[ ]  no.

**5.3. Ensuring warranty obligations (carrying out maintenance during the warranty period).** Ensures fulfilment of the manufacturer's warranty terms, after signing the delivery and acceptance certificate in accordance with the minimum requirements prescribed by the technical specification:

[ ]  maintenance during the warranty period is performed by the contractor (equipment supplier and installer);

[ ]  maintenance during the warranty period is performed by a subcontractor attracted by the contractor;

[ ]  during the post-warranty period, maintenance can be carried out by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(please specify the possible service providers in Europe or the Baltic States, or Latvia);*

|  |
| --- |
| *Please provide comments on the terms of warranty obligations, which would be relevant for the preparation of procurement documents and requirements.* |

**5.4. Attraction of subcontractors:**

[ ]  we certify that we will carry out the supply and installation of fast charging station of electric busses independently, without attracting subcontractors;

[ ]  It is planned to attract subcontractors (including self-employed persons) to the supply and installation of fast charging station of electric busses:

|  |  |  |
| --- | --- | --- |
| **Firm name and registration number/name, surname** | **Tasks to be subcontracted** | **Volume of the tasks to be performed of the total volume (%)** |
|  |  |  |
|  |  |  |

**5.5. Desired remuneration procedure:**

[ ]  an advance payment is necessary in the amount of \_\_\_\_\_\_\_\_ %;

[ ]  an advance payment is not necessary;

[ ]  we are interested in using one of the supply chain financing tools (for example, displayed on https://supplierplus.com/).

**5.6. Additional information and/or other conditions:**

|  |
| --- |
| *Please specify or enclose in annex additional information and/or other conditions, if any, regarding your financial and technical tender, and possibilities, contract fulfilment terms.*  |

**5.7. TECHNICAL SPECIFICATION AND INFORMATIVE TECHNICAL BID (see ANNEX 1)**

**5.8. INFORMATIVE FINANCIAL BID (total project implementation costs):**

|  |  |  |
| --- | --- | --- |
| **Cost items** | **Volume** | **Total, EUR VAT excluded:** |
| Fast charger for electric buses together with module and a single support (supply) | 1 piece |  |
| 7 pcs |  |
| Fast charger for electric buses together with module and double support (supply) | 1 pcs |  |
| 7 pcs |  |
| Possible discount (5) if more than 5 chargers of the same type are purchased | …..% for each charger purchased in excess of 5 pcs. |
| Installation, assembly and adjustment of the charger | 1 piece | 0.00 |
| Software required for the operation of the charger (including licenses, if any are necessary) | 1 piece | 0.00 |
| Additional warranty costs of equipment (fully assembled) (extending the basic warranty (36 months)) | 1 year | 0.00 |
| Operation of the equipment (during the warranty period):* Number of maintenance sessions during the warranty period
 | 36 months | 0.00 |
| ….. sessions  |

**5.9. Term of validity of the offered price per 1 charger: \_\_\_\_ months.**

Enclosed: Technical Specification – Bid Form (Annex 1).