



china eu india japan korea russia usa

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

Date: 21st April 2020

Call for Expertise Ref: IO/20/CFE/10018766/KJT

Human and Organizational Factor of Equatorial Ports #8 and #17

Dear Madam/Sir,

The ITER Organization (IO) requests eligible companies, institutions and other entities to provide their proposal for the provision of services to perform the task named above. The objective of this Call for Expertise (CFE) tender process is to acquire the services of one (1) suitably qualified expert for a maximum contract period of 12 months. Unless specifically requested by the IO, the tenderer should not submit multiple CVs offering a variation of technical experience levels and costs.

The following documents are attached to allow you to propose your candidacy:

- Annex I: Technical Specification ref. ITER_D_2XXYR7 v1.2 dated 26th March 2020
- Annex II: Technical Experience Profile / CV (template)
- Annex III: Price schedule & Price breakdown (template)
- Annex IV: Statement of exclusivity and availability
- Annex V: Draft Special Conditions Service Contract
- Annex VI: ITER General Terms & Conditions for Service Contracts version 2014
- Annex VII: Declaration of Background Intellectual Property (BIP) (template)

Documents required with your proposal:

Tenderers must provide their own version of a technical proposal. As a minimum the list of documents required is as follows:

- Technical offer including an implementation/management/quality plan - dated and signed
- Experience Profile / CV
- Financial Proposal – to be submitted dated and signed as a separate pdf doc.
- Statement of Exclusivity & Availability - duly signed & returned.
- IP / Declaration of background (BIP) - duly signed & returned.

All documents submitted by the Tenderer shall become the property of the ITER Organization, and shall be considered strictly confidential.

Deadline for submission of proposals:

The time & date for receipt of proposals is: **16.00 CEST on 29th May 2020.**

Address for submission of proposal:

Proposals should be submitted by e-mail to: kristel.jeanmart@iter.org and copied to jongeun.lee@iter.org.

Evaluation Process & Contract Award:

Proposals will be evaluated by an impartial, professionally competent technical Evaluation Committee of the ITER Organisation. A contract will be awarded on the basis of best value for money according to the following:

Technical Content - 60 points. The tenderer must provide details demonstrating their knowledge and experience in the required subject, including a description of how they propose to carry out the work/deliverables in accordance with the technical specification.

The Evaluation Committee shall evaluate the information provided in the bidder's technical proposal in relation to the key criteria areas. No other criteria will be used.

Evaluation Criteria

| # | Criteria | Points |
|--------------|---|-----------|
| 1 | The contractor shall demonstrate the qualifications of the HOF specialists with the degree in Human & Organization Factors / Ergonomics | 10 |
| 2 | The contractor shall have at least 5 years of working experience in the hazard industry and being familiar with the safety demonstration / safety cases | 10 |
| 3 | The contractor shall be familiar with system engineering approach and with Human Factors and Ergonomics (HFE) methods and techniques for highly complex industrial/experimental systems | 15 |
| 4 | The contractor shall have performed the HFE activities for the design of workplaces for maintenance/local operations on installations | 15 |
| 5 | The contractor shall have strong experience in nuclear engineering environment (knowledge of off the shelf equipment, handling equipment, automatic robotic systems, I&C components, mechanical manufacturability...) | 10 |
| Total | | 60 |

Financial Offer - 40 points. The lowest priced financial offer will receive the maximum score of 40 points. All other financial offers will be divided into the lowest priced offer in turn (next highest) providing a score that is inversely proportionate to the price being offered.

Following the completion of the evaluation process described above, the proposal with the highest score out of a maximum of 100 points will be deemed to represent the best value for money.

Eligibility

Tenderers from the following ITER Member States are eligible for tendering:

- European Union including Switzerland (EURATOM Members),
- Republic of India,
- Japan,
- People's Republic of China,
- Republic of Korea,
- Russian Federation,
- United States of America.

The ITER Organization reserves the right to broaden the eligibility to other countries if deemed appropriate.

On 31 January 2020, the UK left the EU and Euratom with a transition period from 1st February to 31 December 2020 to be used to determine the conditions of their future relationship. Euratom is the ITER Member and the withdrawal of the UK from Euratom leads to the fact that UK is not anymore party to the ITER project.

Until the 31 December 2020, current end date of the transition period, UK entities retain the right to participate in IO procurement procedures.

Yours sincerely,

Kristel Jeanmart
Assistant Buyer
Procurement Engineering, Science, Operation and Corporate Section