



DEPT. REF: GCOL C 04/2019

**CALL FOR OFFERS FOR LEASING OF PROMOTIONAL AREAS ON
BOARD GOZO CHANNEL (OPERATIONS) LIMITED VESSELS**

Date Published: 4 October 2019

Closing Date: 1 November 2019 At 10:00am CET

Free of Charge

IMPORTANT:

Clarifications shall be made available to view/download from www.gozochannel.com

Gocho Channel (Operations) Limited
The Brokerage, Level 2, St. Martha Street, Victoria, Gozo

CALL FOR OFFERS FOR LEASING OF PROMOTIONAL AREAS ON BOARD GOZO CHANNEL (OPERATIONS) LIMITED VESSELS - GCOL C 04/2019

1. Scope and purpose of this call

1.1 Introduction

1.2 Gozo Channel (Operations) Limited is seeking Call for Offers for the leasing of promotional areas on board Gozo Channel (Operations) Limited vessels. The number of areas available for leasing are three (3): namely one on each of the vessels, MV Malita, MV Ta' Pinu and MV Gaudos.

1.3 Applicants shall submit the bid as per the stipulated format in Annexes 1 to 4. Each application submitted in response to this call for Call for Offers must clearly indicate the details of the applicant as per the attached documentation.

2. Bid Process

2.1 Method of Submission

2.1.1 Applicants are required to complete and submit the following documents (as per attached forms in Annexes 1, 2, 3 and 4).

- a. Annex 1: Details of Bidders Form
- b. Annex 2: Minimum Hourly Workers Cost Form
- c. Annex 3: Blacklisting and Exclusion Ground Form
- d. Annex 4: Financial Offer Form

Documents should be closed in a sealed envelope, with the Document No and the Description of the Document clearly marked on them and deposited in the tender box, (Gozo Channel (Operations) Ltd, The Brokerage, Level 2, St. Martha Street, Victoria, Gozo) by the time and date set for the submission of applications.

Late Submissions will not be accepted.

2.1.2 Each document must be duly signed by the applicant. In the case of a registered company this must be signed by an authorized representative of the company.

2.1.3 By submitting a bid the applicant shall be deemed:

- i. To have understood and accepted all the contents of this document;
- ii. To be in a position to carry out all the services included in the Call for Offers; and
- iii. To have accepted the conditions, payment terms and requirements under which the services required would be contracted.

2.1.4 It is the applicants' sole responsibility to read and understand the whole document, and submit their application in accordance therewith.

2.2 Award of Call for Offers

2.2.1 Gozo Channel (Operations) Ltd reserves the right to reject any offer. Moreover, Gozo Channel (Operations) Limited reserves the right to cancel the whole Call for Offers procedure and reject all bids. Gozo Channel (Operations) Limited reserves also the right to initiate a fresh call for Call for Offers. In the event of call for procedure's cancellation, bidders will be notified by Gozo Channel (Operations) Limited. Cancellation may occur where: the Call for Offers procedure has been unsuccessful, namely where no qualitatively or financially worthwhile bid has been received or there has been no response at all; the economic or technical parameters of the Call for Offers have been fundamentally altered; exceptional circumstances or force majeure render normal performance of the call for offers impossible; all technically compliant Call for Offers exceed the financial resources available and there have been irregularities in the procedure, in particular where these have prevented fair competition. **In no circumstances will Gozo Channel (Operations) Limited be liable for damages, whatever their nature (in particular damages for loss of profits) or relationship to the cancellation of a call for offers, even if Gozo Channel (Operations) Limited has been advised of the possibility of damages. The publication of a contract notice does not commit Gozo Channel (Operations) Limited to implement the program or project announced.**

2.2.2 Gozo Channel (Operations) Ltd shall not be bound to select any application, and will not accept responsibility for any expense or loss which may be incurred by any applicant. In so doing Gozo Channel (Operations) Ltd shall not be liable to give any reason whatsoever.

2.2.3 Subject to Clause 2.2.1 and 2.2.2, Gozo Channel (Operations) Ltd will issue a Letter of Acceptance/Contract in favour of the selected bidder.

3. Technical Specifications

- 3.1 Gozo Channel (Operations) Limited invites offers for the provision to the leasing of promotional areas on board Gozo Channel (Operations) Limited vessels.
- 3.2 Bidder can bid for one, several or all of the promotional areas available for leasing. Three (3) promotional areas, complete with desk are available for leasing on board each of the Gozo Channel (Operations) Limited vessels (one promotional area on each vessel). Bidder must, when submitting his offer, indicate the promotional area/s preferred (on which vessel bidder would like to submit offer).
- 3.3 Promotional area measurements are approximately 220 cm by 192 cm.
- 3.4 Desk structure is made of steel (Photo of desk and promotional area as per Annex A).
- 3.5 The leasing of these promotional areas shall be for a period of one (1) year with the option, by mutual consent, to renew contract for two further periods of six (6) months each.
- 3.6 Promotional area/s can be manned by one person at any time. Employees working within the awarded promotional area must conduct themselves in an appropriate manner (shouting is forbidden within the vessels). Awarded bidders must work within the promotional area and cannot sell or provide its services outside the promotional area.
- 3.7 In consideration for the above, the bidder shall pay the Company a Lump Sum, subject to the following terms:
 - a. Payment excluding VAT or other taxes
 - b. Payment will be paid yearly in advance as from the date of signing of the contract.
- 3.8 The Company shall retain the right to offer a promotional area with respect of which no successful bids were made to the lowest unsuccessful bidder of the taken promotional area/s. Should such bidder accept to take the alternative promotional area at the price he offered on the originally requested promotional area, then he shall be granted the lease of the untaken promotional area according to the same terms and conditions provided hereon.
- 3.9 Without prejudice to the above, use of the promotional area/s shall be subject to the following conditions:

It must be clearly understood that the following information is provided as an aid to bidders and is not for publication, nor does it form part of any contract. Whilst produced in good faith, no guarantee is given as to the accuracy of the information.

For the avoidance of doubt it is being hereby expressly declared that the following information is in no way to be construed as committing and binding Gozo Channel (Operations) Limited in any way whatsoever.

IN THESE CONDITIONS:

The words 'Company' or 'GCOL' shall mean Gozo Channel (Operations) Limited;

The word 'Grantee' shall mean any person or body corporate whose offer for the Call for Offers of a promotional area has been accepted:

TERMS AND CONDITIONS

Successful bidders must acquire prior approval from Gozo Channel (Operations) Limited with respect to its activity to be undertaken within the promotional area before commencing activities. Activities to be undertaken must compile/abide with all local legislation (as applicable). Activities undertaken cannot be selling of products which are currently being sold by either Gozo Channel (Operations) Limited or/and Eight Till Late.

The Grantee will be fully responsible for the routine repair and maintenance of such promotional area. The promotional area/s will at all times remain the property of the Company. Moreover, the Grantee will be fully responsible for any licenses required to operate these promotional area/s.

The Company, for reasons of safety, security or development, may furthermore at any time throughout the duration of this Agreement, in its sole and absolute discretion, re-site any promotional area/s to a new location or other locations and the Grantee shall be bound to assist the Company in relocating the promotional area/s within one week of receiving written notice from the Company under this sub-clause, or earlier if deemed necessary by the Company.

Furthermore, locations for the promotional area/s may be changed should it be so necessitated by any innovation, introduction of safety measures or any other things as may be deemed necessary.

If bidder requires the installation of additional furniture and fixtures, approval must first be sought from Gozo Channel (Operations) Limited. Full specifications must be provided to Gozo Channel (Operations) Limited and approval sought before additional furniture and fixtures can be installed.

In addition, the Grantee must remove all material, and its belongings within the promotional area/s when it or its representatives are not present. Gozo Channel (Operations) Limited will not be held liable for any losses or pilferage incurred by the Grantee.

In addition, the Grantee shall have the right to advertise only its services/products from the promotional area/s.

The Company reserves the right to disallow advertisements which it deems to be distasteful or offensive to public morality or decency.

This Agreement shall be valid, binding and effective for all intents and purposes of law for all its duration unless it is terminated beforehand under the other terms and conditions of this Agreement. Should at the end of the term of the lease, or the earlier determination thereof, Grantee fail to vacate or release the Company property held in his possession under this agreement, and should such failure continue for more than one week after that delivery has been requested by Company, Grantee will be responsible in favour of the Company for the payment of a penalty of one thousand Euros (EURO 1,000.00) for each day of default, that is for each day until the Company obtains the full and effective control of the its property. Penalty is payable without prejudice to all other rights pertaining to the Company against Grantee including the specific performance of the obligations and the payment of damages.

Without prejudice to the foregoing, all expenses of whatsoever nature connected with the use of the premises shall be borne by the Grantee. The Grantee shall keep the Company indemnified with any expenses made by itself in this respect.

STANDARDS

The Grantee shall at all times:

- (i) Act in accordance with the accepted standards of the local industry when dealing with third parties;

- (ii) Desist from making any representation to third parties that it acts as an agent or in any way enjoys a mandate or authority from the Company;
- (iii) Take care not to cause physical damage to the promotional area/s;
- (iv) Cannot install, place or otherwise expose any promotional or advertising material or signage or notices without prior written approval of the Company which approval may be refused and, once given, may be withdrawn at the Company's sole and absolute discretion;
- (v) bear all costs and expenses for the provision, installation, placing or exposure of the promotional or advertising display or other material or signage or notices approved by the Company as well as for the removal of same.

OTHER OBLIGATIONS OF THE GRANTEE

- (i) The Grantee is to observe and abide by all the reasonable instructions, safety and emergency orders, and time limits given and set by the Company as regards the content of advertising material which may offend public sentiment or be otherwise inappropriate;
- (ii) The Grantee shall further be bound to keep the promotional area/s clean, tidy and in good order.
- (iii) The Grantee shall at no time keep the promotional area/s empty. In case the Grantee believes that it shall have to keep the promotional area/s empty, the Grantee shall allow and permit the Company, at the Company's cost and absolute discretion, at all times, to place promotional or advertising material in the promotional area/s itself without charge to the Company.
- (iv) The Grantee shall afford to the Company all information and assistance as is required by the Company to ensure the smooth running of the operation of the vessels and the Terminals.
- (v) The Company acknowledges that customers have certain basic rights and expects these to be recognized by the appointed Grantee.

- (vi) The Grantee shall ensure compliance with all relevant legislation related to consumer affairs and planning issues,
- (vii) Attention is drawn to safety and security, and the compliance of the Grantee is essential in this respect.
- (viii) It will be necessary to ensure a close relationship with the management of the Company, in particular those officials who are responsible for the monitoring of the appointed Grantee's compliance with the day-to-day operational aspects of the promotional area/s.
- (ix) The Grantee shall be held solely responsible for damages to third parties, third parties' property, and Gozo Channel (Operations) Limited property due to any type of fault/bad workmanship/material/equipment used during the leasing period in terms or in connection with this agreement. For this purpose, the Grantee further agrees to protect, indemnify and hold harmless Gozo Channel (Operations) Limited from claim/s made against Gozo Channel (Operations) Limited, interrelated or operated companies and their shareholders, directors, officers, agents, contractors, and employees from and against all claims, demands and causes of action of every kind and character arising from the application of this agreement.
- (x) The Grantee shall further be required to obtain an insurance policy covering all responsibility assumed by him under the Agreement, including responsibility vis-à-vis the Company and third parties.

SECURITY AND SAFETY

The Grantee shall abide by all and any directives and/or instructions issued by the Company which, in its sole and absolute discretion are required for the provision and maintenance of adequate security on the ferries.

ASSIGNMENT AND TRANSFER OF RIGHTS

- (i) Save as provided above, the Grantee shall be expressly prohibited from assigning, transferring or subcontracting all and/or any of its rights and obligations under this Agreement by any title whatsoever or to use the promotional area/s for any other purpose other than that provided for under this Agreement.

- (ii) In the event that the Grantee is a commercial company or a commercial partnership formed and existing under the Companies Act, 1995, there shall be no transfer of shares or interests in the Grantee without the prior written and express consent of the Company, PROVIDED THAT this clause shall not apply to a transfer of shares *causa mortis* where the transferee is the heir or legatee of the shareholder.

In the event of such a transfer without the consent of the Company, the Company shall have the right to terminate this agreement without giving any notice to the Grantee.

- (iii) In case of death of the Grantee, if the Grantee happens to be physical person, this Agreement shall terminate *ipso jure* unless the Company opts to continue this Agreement with the Grantee's heirs or legatees.

TERMINATION

Without prejudice to anything contained in any other provision of this Agreement, the Company shall have the option to automatically terminate this Agreement if:-

- (a) The Grantee breaches any of the provisions of this Agreement;
- (b) The Grantee offers or agrees to give to any person employed, engaged or in the service of the Company or representing the Company (in this clause only referred to as the “**Employee**”) any gift or consideration of any kind;
- (c) In the opinion of the Company, the Grantee enters into a business relationship of whatever kind with any employee or with a company in which such Employee has an interest;
- (d) The Grantee goes into liquidation either compulsorily or voluntarily or if any application for the winding up of the Grantee is filed in the competent court or if any administrator, receiver or similar officer is appointed for the Grantee or if the Grantee is declared bankrupt or if bankruptcy proceedings are filed against the Grantee;
- (e) Any payment due to the Company by the Grantee under any provision of this Agreement shall remain unpaid for a period of thirty (30) days from the date payment falls due;

PROVIDED THAT the termination of this Agreement shall not prejudice or affect any right of action or remedy which may be competent or shall thereafter be competent to the Company and, in the event of the issue of a Termination Notice by the Company, (whether disputed or not by the Grantee).

NOTICES

- (i) Any notice to be served shall be deemed validly served and sent by registered mail or personally by hand at the address of the receiving party indicated below. Such notices shall also be deemed as validly served if sent by facsimile or email.
- (ii) All notices sent as provided herein shall be deemed to have been received:
 - (a) If sent personally by hand, on the date and time of personal delivery;
 - (b) If sent by registered mail, three days after having been sent;
 - (c) If sent by facsimile, on the date and time of sending;
 - (d) If sent by email, on the date and time of sending.

GOVERNING LAW/JURISDICTION

This Agreement shall be governed by and construed in accordance with the laws of Malta.

ARBITRATION

- (i) The Parties shall make every effort to settle amicably any dispute or difference, which may arise between them out of or in connection with the Contract. If no such settlement is reached within two (2) months from the date on which the difference or dispute shall arise, or earlier if either party so requests, the difference or dispute shall be settled by arbitration under and in accordance with Maltese Law at the Malta Arbitration Centre, Valletta, Malta by one (1) arbitrator appointed by agreement between the parties or, if either party so requests, by three (3) arbitrators appointed one (1) each by either party and the third, who shall be the chairman, by the two (2) arbitrators appointed by the Parties.

- (ii) PROVIDED that if for any reason submission to arbitration is not made within one (1) month either party shall be at liberty to submit the difference or dispute for adjudication by the competent Maltese Courts in the exercise of their ordinary jurisdiction. Any award made on arbitration shall be final and binding on the Parties.

4 Terms of Reference

- 4.1 Bidders are requested to submit the Lump Sum price requested excluding VAT (as specified in Annex 4) for each promotional area/s that bidder wishes to bid for.
- 4.2 Bidders are requested to also submit the following documentation:
 - i. Bidders are to submit a completed Details of Bidders Form (as specified in Annex 1)
 - ii. Bidders are to submit a duly filled in Minimum Hourly Workers Cost Form (as specified in Annex 2).
 - iii. Bidder to submit a duly filled in Blacklisting and Exclusion Grounds form (as specified in Annex 3)
 - iv. Any other documents/certificates as specified in clause 3 of this document (if applicable).
- 4.3 The provisions of this contract are without prejudice to the obligations of Gozo Channel (Operations) Limited in terms of the Freedom of Information Act (Cap. 496 of the Laws of Malta). Gozo Channel (Operations) Limited, prior to disclosure of any information to a third party in relation to any provisions of this contract which have not yet been made public, shall consult the contractor in accordance with the provisions of the said Act, pertinent subsidiary legislation and the Code of Practice issued pursuant to the Act. Such consultation shall in no way prejudice the obligations of Gozo Channel (Operations) Limited in terms of the Act.
- 4.4 In carrying out his/her obligations in pursuance of this contract, the contractor shall ensure the application of the principle of gender equality and shall thus *inter alia* refrain from discriminating on the grounds of gender, marital status or family responsibilities. Contractors are to ensure that these principles are manifest in the organigram of the company where the principles aforementioned, including the selection criteria for access to

all jobs or posts, at all levels of the occupation hierarchy are amply proven. In this document words importing one gender shall also include the other gender.

5. Communication

5.1 No clarification meeting will be held before the closing date but any query shall be sent to email address tenders@gozochannel.com by not later than six (6) working days prior to the closing date for the submission of the offer. All clarifications will be posted by the Contracting Authority within a reasonable time on its website www.gozochannel.com and will be made available to all interested parties.

5.2 No bid can be altered after the closing date.

5.3 Clarification notes will constitute an integral part of the Call for Offers documentation, and it is the responsibility of bidders to visit this website and be aware of the latest information published online prior to submitting their bid.

6. Submission, closing date, opening of submissions

6.1 Bidders are to present their offers on the prescribed forms as per Annexes 1, 2, 3 and 4 below. Only bids submitted in the stipulated format will be considered.

6.2 Interested Parties, when submitting their offer are expected to provide a complete and comprehensive response to this call. Responses should include the following:

- i. Details of Bidders as per Annex 1 below;
- ii. Minimum Hourly Workers Cost Form as per Annex 2 below;
- iii. Blacklisting and Exclusion Grounds Form as per Annex 3 below;
- iv. Financial Offer as per Annex 4 below;
- v. Additional Information (any additional information as requested under clause 3 of this document)

6.3 The closing date is Friday 1 November 2019 at **10.00 a.m.**

6.4 Bids are to be deposited in the Tender Box, Accounts Dept, Gozo Channel (Operations) Ltd, The Brokerage, Level 2, St. Martha Street, Victoria, Gozo. It is the responsibility of the bidder to ensure that submissions are deposited in the Tender Box ahead of the closing date and time.

7. Bid Evaluation Criteria

- 7.1 Bids will be evaluated subject to the following two (2) phase criteria. The first phase will consist of the evaluation of the bid subject to the selection and technical criteria. The second phase consists of the evaluation of the bid according to the award criteria. It is also understood that any bids should also be first and foremost administratively compliant. This means that any prescribed forms must be properly filled in and any required documentation present with the bid as per Annexes 1, 2, 3 and 4.

The Evaluation Committee, when checking and comparing Call for Offers documents may ask a bidder/s to clarify any aspect of his bid. Such requests and the responses to them must be made by email and/or fax. They may in no circumstances alter or try to change the price or content of the Call for Offers document, except to correct arithmetical errors discovered by the evaluation committee when analysing the document and/or any further clarifications required by the evaluation board.

7.1.1 Selection Criteria

The selection criteria will consist of the following:

- The bidder's ability to perform the tasks being outlined in the document;
- The bidder's clear understanding of this exercise and deliverables;

Should bidders not meet the selection criteria then they will be excluded and not considered for the award criteria.

7.1.2 Award Criteria

The sole award criterion shall be the price.

The contract will be awarded to the highest offer being technically compliant and satisfying all the selection and technical criteria for each promotional area/s. Promotional area/s will be awarded as per offer/s submitted as per letters indicated within bid.

- 7.2 The final selection shall be in the sole discretion of Gozo Channel (Operations) Ltd and the Company is not bound to give any justification for the selection made or decisions taken. The Company's decision is final.
- 7.3 Any bidder or candidate concerned shall have a right to make a complaint to the Review Board.

8 Terms of Payment

Payment by the successful Contractor/s to Gozo Channel (Operations) Limited will be paid yearly in advance as from the date of signing of the contract;

ANNEX 1

DETAILS OF BIDDERS

CALL FOR OFFERS FOR THE LEASING OF PROMOTIONAL AREAS ON BOARD GOZO CHANNEL (OPERATIONS) LIMITED VESSELS - GCOL C 04/2019

Name of Person Responsible
For the bid:

On behalf of:

Company Reg. No:

Address:

Email Address:

Telephone No:

Mobile Phone No:

Fax No:

VAT Reg. No:

DECLARATION:

I hereby declare that I have read the entire Call for Offers document and undertake that, if I am awarded the contract, I shall provide the services as requested in the Terms of Reference and shall abide by the terms and conditions stipulated in the said Call for Offers document.

Signature: _____

Date: _____

ANNEX 2

MINIMUM HOURLY WORKERS' COST

I/We, the undersigned, hereby declared that in the case of public contract award:

1. All employees engaged on this contract shall enjoy working conditions such as wages, salaries, vacation and sick leave, maternity and parental leave as provided for in the relative Employment Legislation. Furthermore, we shall comply with Chapter 424 of the Laws of Malta (Occupational Health and Safety Authority Act) as well as any other national legislation, regulations, standards and/or codes of practice or any amendment thereto in effect during the execution of the contract;
2. I/We are aware of, and shall abide with, the Circulars and Guidelines issued by the Department of Contracts, which are available under the Resources Section of www.etenders.gov.mt.

In the event that it is proved otherwise during the execution of the contract it is hereby being consented that the contract is terminated with immediate effect and that no claim for damages or compensation be raised by the undersigned.

Signature

Role

Date

ANNEX 3

DECLARATION CONCERNING EXCLUSION GROUNDS

I hereby declare that I do not fall under any of the grounds listed under Part VI of LN352/2016.

Signature

Name of Company

ANNEX 4

FINANCIAL OFFER FORM

Item No.	Item Description	Lump Sum Price Excluding VAT €
1	Lump Sum for leasing for promotional area on board MV TA' PINU	
2	Lump Sum for leasing for promotional area on board MV Gaudos	
3	Lump Sum for leasing for promotional area on board MV Malita	
	GRAND TOTAL	

Signature:
 (the person or persons authorised to sign on behalf of the bidder)

Date:

ANNEX A – VIEWS OF PROMOTIONAL AREA INCLUDING DESK



