

CT 2337/2007

Contracts Circular N° 31/2007

Department of Contracts
Notre Dame Ravelin
Floriana

To Heads of Department
and Parastatal Bodies

1 October 2007

SOCKS AND TIGHTS (Winter and Summer)

1. Heads of Department and Accounting Officers are to note that the period contract for the supply, ex-warehouse, of socks and tights to entitled personnel in Government Departments and Parastatal Bodies as and when required has been placed with the contractor shown below for the sizes and at the prices indicated. Prices are inclusive of all charges and taxes including 18% VAT.

Astor Co. Ltd.
Astor House
St. Julians Road
B'Kara

Tel: 21447309
VAT No.:1329-3526

Item 1: Summer Socks
In assorted sizes 41 to 45
Male – dark grey at Lm0.59c0 per pair

Item 2: Winter Socks
In assorted sizes 41 to 45
Male - black at Lm0.59c0 per pair

..../.....

cont. Circular 31/2007

Item 3 Tights
Sizes 2, 3 and 4
Beige Colour
at Lm0.59,0 per pair

2. This contract shall run from the 1st October 2007 up to 30th September 2009.
3. Payments are to be made direct to contractor.
4. The attention of Heads of Department and Parastatal Bodies is drawn to MPO Circular 38/96 dated 20 May 1996 informing them of entitlements and frequency of issue regarding items of wear to entitled personnel.
5. The conditions regulating this contract are attached and Heads of Department are requested to ensure that these conditions are strictly adhered to.
6. This contract is also governed by the attached 'General Conditions of Contract for the Supply of Goods and Materials under a Running Period Contract.'

F Attard
Director General (Contracts)

SPECIFICATIONS AND CONDITIONS FOR THE SUPPLY OF SOCKS AND TIGHTS

Scope of Contract

1. This contract provides for the supply ex-warehouse inclusive of Value Added Tax, Customs Import Duty, ECO Contribution (if any) and other charges as applicable to Government Departments and Parastatal Bodies as and when required, of Socks and Tights as described in the attached specifications. Supplies shall be made in accordance with the attached General Conditions of Contract for the supply of Goods and Materials under a Framework Agreement (Period contract) insofar as these are not inconsistent with these specifications and special conditions.

Period of Completion

2. This contract shall run from the 1st October 2007 and terminates on the 30th September 2009. However the validity of the contract may be extended for a further period of 2 months after the due termination date.

Quantities

3. The quantity shown on the Schedule is only indicative and where necessary may be exceeded. However Government reserves the right not to order the whole quantity shown against each item and Government would not by doing so be held liable to any damages or other cost whatsoever.

Specifications

- 4a. Summer Socks for men: The socks are to be in the colour indicated on schedule and are to be made of cotton/synthetic mixture with a minimum cotton content of 40%, reinforced heel and toe. The hose height from mid heel is to be a minimum of 26cms and a maximum of 34cms. The weight per pair is to be between 30 and 40grms.
- 4b. Winter Socks for men: The socks are to be in the colour indicated on schedule and are to be made of wool/synthetic mixture with a minimum wool content of 25%, reinforced heel and toe. The hose height from mid heel is to be a minimum of 26cms and a maximum of 34cms. The weight per pair is to be between 40 and 60grms.
- 4c. Ladies Tights: The tights are to be beige in colour, sheer 15 - 20 denier, reinforced panty and toe.

Samples

5. Samples are not required. However tenderers are to submit with their offer a declaration showing that the socks/tights being offered comply to the specifications indicated in clauses 4a, b and c.

Deliveries

6. Supply shall only be made against a written Requisition or Order by the Head of Department concerned or his representative. Government will not accept liability for verbal orders and will not meet claims for any value thereof even though the material may have been supplied and made use of by the Department concerned. Delivery shall be effected within not more than ten (10) working days from the date of the written order or requisition.
7. The Head of department shall have the power to reject any consignment or part thereof, should it not be to his satisfaction or should the material not be in accordance with the specifications/sample submitted by contractor and approved by Government for award of contract. Any rejected material shall be collected by the contractor and replaced within ten days of the receipt of notice to that effect from the Heads of Department concerned. Vouchers shall be prepared for payment to the contractor when the material is to the entire satisfaction of the Head of Department concerned.

General Conditions

Prices

Tenderers shall quote a unit rate in Maltese currency for each box they offer to supply. Tenderers must quote a price for each individual items as per schedule. Failure to comply will involve non-consideration of the tender. Prices shall be inclusive of Value Added Tax, Customs Import Duty, ECO Contribution (if any) and other charges as applicable. Moreover the successful bidder shall be bound to conform in all respects with VAT legislation and regulations.

Tenderers are to quote for all items in the schedule so that incomplete offers may not be considered. It shall be the prerogative of the Department of Contracts to decide whether one full contract or partial ones should be awarded.

The Head of Department or his representative reserves the right to inspect the material at the Contractor's warehouse.

Interpretation of Correction of Tender Documents

- a. Tenderers shall promptly notify the Director of Contracts of any ambiguity in or discrepancy between any of the Tender documents which they may discover upon examination of the Tender Documents.
- b. Tenderers requiring clarification or interpretations of the Tender Documents shall make a written request and shall reach the Director of Contracts at least sixteen (16) days prior to the date of receipt of Tenders. Any request after this date will not be accepted.
- c. Any interpretations, corrections or changes to the Tender Documents by the Director of Contracts will be made by an official addenda. Interpretations, corrections or changes made in any other manner will not be valid, and Tenderers shall not rely upon such interpretations, corrections and changes.

Addenda

- a. Addenda will be telefaxed and confirmed by mail to the Tenderers.
- b. No addenda will be issued later than six (6) days prior to the date of receipt of Tenders except an addendum postponing the date for receipt of Tenders or withdrawing the request for tenders.
- c. Each Tenderer shall ascertain, prior to submitting his Tender, that he has received all addenda issued and shall acknowledge their receipt in his Tender.

Arbitration: Any dispute, controversy or claim arising out of or relating to this contract, or the breach, termination or invalidity thereof, shall be settled by arbitration in accordance with the rules of the Malta Arbitration Centre as at present in force. Any reference in the attached General Conditions to other arbitration procedures shall not apply.

Data Protection Act

The information collected on this form shall be processed in accordance to the Data Protection Act 2001. The contents of this document are confidential and intended solely for the use of this organization, and will not be disclosed or copied without your consent to anyone outside the Ministry of Finance unless the law permits us to.

Ownership of Tenders

The Contracting Authority retains ownership of all tenders received under this tendering procedure. Consequently, tenderers have no right to have their tenders returned to them.

Confidentiality

The entire evaluation procedure is confidential. The Evaluation Committee's decisions are collective and its deliberations are held in closed session. The members of the Evaluation Committee are bound to secrecy.

The evaluation reports and written records, in particular, are for official use only and may be communication neither to the tenderers nor to any party.

Appeals Board

This tender is being published and awarded subject to the appeals board procedure as set forth in the Financial Administration and Audit Act (Cap 174), Legal Notice No. 177, Public Contracts Regulations 2005 published in the Government Gazette No. 17775 dated 3rd June 2005. A copy of the relevant Part XIII of these regulations is being attached with this tender document.

Payments

The payment terms referred to under the relative Clause of the General Conditions particular to this tender states that payment shall be effective within a reasonable period time. This should be taken to mean that payment is to be effected within 60 days from the date of receipt of the invoice or request for goods delivered, to the satisfaction of the Head of Department or his representative.

In breach of this time limit a contractor would become entitled to the payment of interest at 2% over the rate of interest established by Central Bank of Malta for the particular period.