

Request for Tenders (RFT) for the procurement of

Framework agreement for product screening

**Tender procedure: Competitive procedure with negotiations
(Part I and III of the Norwegian Public Procurement Regulation)**

Case number: 21/18

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1 INTRODUCTION

1.1 About the Contracting Authority

The Council on Ethics for the Norwegian Government Pension Fund Global (The Council) is an independent body tasked with issuing recommendations to Norges Bank in accordance with the Guidelines for observation and exclusion from the Government Pension Fund Global (the Guidelines). Norges Bank makes decisions on the exclusion or observation of companies from the Government Pension Fund Global's (GPFG) portfolio based on the Council's recommendations. Norges Bank's decisions and the Council's recommendations are made public.

All communication in this procurement shall be through the e-procurement system, EU-supply, within the deadlines set out in section 1.5.

1.2 Introduction and background of the procurement, scope and value

The GPFG holds equities and fixed-income instruments issued by around 10 000 companies operating globally.¹ The requested services are intended to assist the Council on Ethics in identifying companies in the Fund's portfolio whose conduct or products may conflict with the Guidelines.² The Guidelines may be adjusted, and new criteria may be added during the contract period.³

The Council on Ethics requires a continuous monitoring of companies in the Fund's portfolio to identify companies that :

1. Produce or develop biological weapons, anti-personnel mines, undetectable fragmentation weapons, incendiary weapons, blinding laser weapons, cluster munitions and nuclear weapons, or production of key components of such weapons.
2. Produce tobacco or its derivative products (i.e. products made from tobacco);
3. Produce cannabis or products consisting of cannabis for recreational use;⁴
4. Sell weapons or military material to certain states (currently Syria and North Korea, but this may change or be expanded).
5. Derive 30 per cent or more of their income from thermal coal, b) base 30 per cent or more of their operations on thermal coal, c) extract more than 20 million tonnes of thermal coal per year, or d) have a coal power capacity of more than 10 000 MW from thermal coal.

¹ <https://www.nbim.no/hr/report/?category=eq&sortby=country&filetype=xlsx&year=2020>

² <https://nettsteder.regjeringen.no/etikkradet3/files/2019/12/guidelines-for-observation-and-exclusion-from-the-gpfg-01.09.2019.pdf>

³ It is expected that a new criterion on the sales of weapon may be added to the Guidelines. The expected criterion will address the sale of weapons to parties to armed conflicts who use the weapons to commit serious and systematic violations of humanitarian law. A such criterion will not be added to the regular screening criteria as listed below, but the Consultant may be asked to submit additional ad hoc assignments in connections with this criterion.

⁴ It is expected that the production of cannabis for recreational use may be added as a criterion of the Guidelines.

The service provider will identify companies in the Fund which are involved in these activities, either directly or through subsidiaries, in accordance with the parameters and definitions provided by the Council on Ethics.

The service provider will also monitor already excluded companies on the same basis, for the purpose of verifying whether the grounds for exclusion remain valid. The monitoring of excluded companies is limited to companies excluded per recommendation made by the Council on Ethics. Monitoring of companies that Norges Bank has excluded under the coal criterion, without a prior recommendation from the Council on Ethics, is not a part of the assignment.

Written reports will be submitted to the Council on Ethics on a quarterly basis in English or Norwegian, and shall contain detailed information on the nature of the company's involvement in the areas covered by the product screening criteria, as well as the sources of this information.

The Council on Ethics will use the service provider's report as a basis for its own analysis of companies. It is important that the service provider be able to identify all companies which are involved in activities in violation of the Guidelines. Offers to provide product screening for only part of the portfolio or only some of the excluded companies will not be considered.

Please see annex 2 to the contract for a more detailed description of the services.

The value of the contract is estimated to NOK 600 000 excluding VAT per year, with a maximum value of NOK 2 400 000 excluding VAT during the entire contract length of maximum four years (2+1+1). The estimated contract value includes potential additional assignments related to Screening Criteria no. 4.

The above estimated contract value is not binding for the Contracting Authority, and the contract is not exclusive.

1.3 Contract terms

The Contracting Authority will enter into an agreement with one tenderer. The duration of the contract will be 2 years. The Contracting Authority reserves the right to extend the Term for a period or periods of up to 1 years with a maximum of 2 such extensions on the same terms and conditions.

As part of the Tender the Tenderers may submit contract terms they deem necessary in order to enter into the contract with the Contracting Authority. Such contract terms must be set out in Annex 6 to the Contract.

The Contracting Authority reserves the right to negotiate the offered contract terms offered in the Tender.

The draft contract which form part of this RFT may also be subject to negotiations, within the boundaries of public procurement law. However, such negotiations shall not result in substantial modifications to the draft contract. Substantial modification means modifications that render the contract materially different in character from the one initially concluded.

Any reservation to the draft contract with annexes shall be described in the reservations template attached in Annex 7 to the draft contract. Please note that material reservations to the draft contractual terms may lead to rejection of the Tender.

1.4 Division of contracts into lots

The procurement is not divided into lots, and it is not permitted to bid on parts of the contract.

1.5 Timescale

The following tentative timescale shall apply to this procurement process:

Activity	Date / time
Publication of notice	12.05.2021
Prequalification phase	
Deadline for questions related to the request for participation	07.06.2021, 12:00 (CEST)
Deadline for request for participation	14.06.2020, 12:00 (CEST)
Evaluation of requests for participation Notification of the results of the qualification – invitation to submit tenders	Week 24-25
Tender phase	
Deadline for questions related to the tender	13.08.2021, 12.00 (CEST)
The obligatory task will be made available in KGV	18.08.2021, 12:00 (CEST)
Tender Deadline	20.08.2021, 12:00 (CEST)
Negotiations, if any	Week 35-36
Final tender deadline	Week 37
Evaluation	Week 38-39
Notification of award of contract	Week 39
Deadline for appeals (10 days standstill period)	Week 40
Signing of contract	Week 40
Tenders must remain valid until	31.12.2021

The timescale is tentative and may be subject to changes notified to the tenderers by the Contracting Authority in accordance with this RFT. A prolongation of the tenders' validity period may only take place following the tenderers' consent.

2 ADMINISTRATIVE PROCEDURES

2.1 Contract award procedure

This RFT is issued pursuant to the Norwegian Public Procurement Act of 17 June 2016 no. 73 and the Regulation on public procurement of 12 August 2016 no. 974 (the "Procurement Regulation"), Part III section 13-1(2), cf. section 13-2 letter c.

The contract will be awarded based on the tender procedure competitive procedure with negotiations cf. the Procurement Regulation section 23-7.

This competition starts with a qualification phase. During the qualification phase, all tenderers may submit a request for participation in the competition, upon which the Contracting Authority will consider whether the Tenderer meets the requirements in section **Feil! Fant ikke referansekilden.** below.

The Contracting Authority plans to invite three to six suppliers to submit tenders. If more than three to six qualified suppliers submit a request for participation in the competition, the Contracting Authority will select among these suppliers on the basis of the criteria in section 6. Only those suppliers who fulfil the selection criteria and, based on the criteria in section 6, have been invited to participate in the competition, will be given the opportunity to submit tenders.

Negotiations will take place after the tender deadline. However, the Contracting Authority reserves the right to award a contract without conducting negotiations, cf. the Procurement Regulation section 23-7 (5).

All aspects of the tender may be subject to negotiations. The negotiations can be carried out in several phases if the number of tenders is sufficient in this regard. If the negotiations are carried out in several phases, the reduction of tenders will be based on an evaluation of the tenders under the award criteria (section 8). The first reduction of tenders can take place prior to the negotiations, cf. the Procurement Regulation section 23-11 (4). It is thus important that the first tender is competitive with respect to the award criteria.

The Contracting Authority will conclude the negotiations by setting a final deadline for receipt of final tenders from the remaining suppliers. Negotiations of the final tenders are not allowed.

The Contract is awarded to the tenderer with the best price-quality ratio in accordance with the award criteria in section 8.

We strongly encourage Tenderers to submit tenders based on the instructions and guidelines provided in the RFT with appendices, and to address any questions or ambiguities to the Contracting Authority prior to the deadlines set out in section 1.5.

2.2 Rejection

Pursuant to section 24-1 (1) and 24-2 (1) and (2) of the Procurement Regulation, the Contracting Authority may or shall reject a tenderer:

- when the request for participation is not delivered according to the requirements of delivery, c.f. section 3.3.

- when the tenderer does not fulfil the selection criteria
- when there is a conflict of interest that the Contracting Authority cannot remedy with less intervening measures,
- that participated in the preparation of the competition and has achieved an unfair competitive advantage that cannot be remedied with less intervening measures,
- when the Contracting Authority is aware that the tenderer has got a legally binding judgement or has accepted a fine for a criminal organisation, corruption, fraud, terrorist acts or criminal offenses related to terrorist activity, money laundering or terrorist financing, or child labour and other forms of trafficking.

Additionally, the Contracting Authority may reject tenderers for grounds that are listed in section 24-2 (3) of the Procurement Regulation, cf. Article 57 of Directive 2014/24/EU. Please also note that the Norwegian Procurement Regulation includes national rejections grounds that are listed in section 4.2 below.

With regard to the tender, the Contracting Authority shall, inter alia, reject tenders that contain material deviations from the procurement documents, cf. section 24-8 (1) (b).

2.3 Communication

In accordance with the Procurement Regulation section 22-1(1), the Contracting Authority uses an e-procurement system for this tender delivered by EU supply, <https://eu.eu-supply.com/>, and all communication shall proceed by means of this tool.

For technical support regarding this tender, please contact EU Supply's support phone + 47 23 96 00 10 (NO) or +44 3331554996 (EN) or e-mail tendersupport@eu-supply.com. The support is free of charge.

Communication by other means than EU-Supply cannot be expected to be responded to. Questions that concern all the tenderers will be anonymised and disclosed to all Tenderers together with the response.

All communication, including request for participation and tenders, shall be in English.

2.4 The structure of the tender documents

The tender documents include the following documents:

- The Request for tender (RFT) (this document), with administrative terms and conditions, selection criteria and award criteria.
- Draft contract including appendices
Contract basis in this competition is "Council on Ethics Standard Contract" with adjustments and the following annexes:
Annex 1: Confidentiality obligation
Annex 2: The Clients description of the Services
Annex 3: The Consultant's specification of the Services
Annex 4: Budget and payment
Annex 5: Transfer details

- Annex 6: The consultant's contract terms
- Annex 7: Changes to the general contractual wording
- Annex 8: Changes subsequent to the conclusion of the agreement
- Annex 9: Guidelines for observation and exclusion from the government pension fund global
- Annex 10: Tool for recognizing material non public information

Annex 3 and 4 shall be completed by the Tenderer. Annex 6 and 7 is optional for the Tenderer to complete.

2.5 Use of subcontractors

Use of subcontractors is permitted. If subcontractors are used, the Contracting Authority requests that the following documentation be included in the tender:

- Name, address and registration number of the subcontractors.
- Specification of the part(s) of the assignment that will be carried out by the subcontractors.
- Declaration of commitment or other documentation that clearly states that the Supplier has at its disposal the necessary resources from the subcontractor.

If the Supplier plans to use a subcontractor or subcontractors and will rely on the expertise of this subcontractor to meet the selection criteria, the Supplier must submit a declaration of commitment or other documentation that clearly states that the Supplier has at its disposal the necessary resources from the subcontractor.

If a Supplier relies on the capacity of other enterprises, the enterprises shall deliver separate self-declarations. If two or more Supplier participate jointly in the competition, the participating Suppliers shall deliver separate self-declarations.

2.6 Updates of the tender documents

The Contracting Authority reserves the right at any time before the Tender Deadline, to correct, supplement or amend the information contained in this document, insofar as the amendment is non-substantial, and/or to extend the Tender Deadline. Tenderers who have registered their interest in this public procurement will be informed of any such amendment or extension through EU Supply.

2.7 Questions, clarifications and ambiguities

All queries relating to any aspect of this Competition or of this RFT must be directed through the messaging facility on <https://eu.eu-supply.com/>. Queries will be accepted no later than the deadline stated in section 1.5. For the avoidance of doubt, Suppliers may not contact the Contracting Authority directly regarding any aspect of this Competition.

All responses to queries will be issued by the Contracting Authority via the messaging facility on <https://eu.eu-supply.com/>. Where appropriate, queries may be combined. Suppliers should note that the Contracting Authority will not respond to individual Suppliers privately.

The Contracting Authority reserves the right to issue or seek written clarifications.

The Contracting Authority reserves the right at any time before the Tender Deadline, to update or amend the information contained in this document and/or to extend the Tender Deadline. Participating Suppliers will be informed of any such amendment or extension through the EU-Supply website.

If a Supplier discovers flaws, deficiencies or ambiguities in the RFT, the Supplier is obliged to immediately contact the Contracting Authority by means of KGV. Suppliers also have a duty to submit the tender documentation and attachments to a thorough review, and are responsible for familiarising themselves with all factors that may affect provision of the service.

2.8 Confidentiality and access to information

For the public's access to documents related to a public procurement, the Act relating to the right of access to documents held by public authorities and public undertakings (Freedom of Information Act) of 19 May 2006 no. 16 applies.

In case a request for access to information from a third party is made, the Contracting Authority will, after having heard the views of the tenderer, make an independent assessment of whether the information must be disclosed. Trade secrets are subject to statutory confidentiality

The Contracting Authority and its employees are obliged to prevent others from gaining access to or knowledge of information about technical facilities and procedures or operational and business matters which for competition reasons is important to keep secret in the interests of the person whom the information concerns, cf. section 13 of the Public Administration Act.

Pursuant to section 23 of the Freedom of Information Act, tenders are only exempt from public disclosure until the Supplier is chosen. In connection with a request for access, the Contracting Authority is thus obliged to give access to the tender, censored for business secrets. If the Supplier believes the tender contains conditions that fall under the duty of confidentiality, he shall therefore, in addition to an uncensored tender, deliver a censored version of the tender.

2.9 Costs

Costs incurred by the Tenderer in connection with the preparation, delivery and follow-up of the request for participation and/or tender will not be refunded by the Contracting Authority.

2.10 Cancellation

The Contracting Authority reserves the right to cancel the competition cf. the Procurement Regulation section 25-4.

3 REQUIREMENTS TO THE REQUEST FOR PARTICIPATION

3.1 General

A request for participation in the competition must be submitted through EU-supply, see section 2.3 above.

Among the Suppliers who meet the requirements set for the Supplier's participation in the competition cf. section 5, a selection will be made based on the fulfilment of the criteria set out in section 6.

3.2 Selection of suppliers

The Contracting Authority plans to invite three to six suppliers to submit tenders. If more than three to six qualified Suppliers submit a request for participation in the competition, the Contracting Authority will select among these Suppliers on the basis of the criteria in section 6.

The Contracting authority will, as soon as possible, provide the Suppliers who are rejected or not selected with a written notification of the selection. The message will contain a brief justification.

The Supplier who receives notice that their request for participation in the competition has been rejected must take out any request for temporary injunction within 15 days from the date of the notification, cf. Procurement regulations clause 20-7.

3.3 Submission of request for participation

Request for participation must be submitted via EU-Supply and in accordance with the requirements set out there. Only requests submitted via EU-Supply within the deadline in section 1.5 will be accepted.

EU-Supply has enabled audit tracking and security for both the Tenderers and the Contracting Authority.

The request must be signed with a digital certificate. The Tenderer may use a personal digital certificate in order to confirm identity by submission, e.g. Norwegian BankID or BuyPass, alternatively certificate issued to the company, e.g. Commfides. All qualified digital certificates are supported. Please note that the certificate used by the submission must be valid.

In case digital certificate is missing: If the request is sent without a certificate, the Tenderer must select "without certificate", print and sign the cover letter and send it through the messaging system found in EU-Supply after login within the submission deadline.

N.B.: Remember to print a new version if you submit a new request; each request has its own identification code.

If the Tenderer is in need of guidance in submitting tenders by means of EU-Supply, the tenderer can contact EU Supply for help, free of charge as stated in section 2.3.

The Tenderer is responsible for ensuring that the Contracting Authority receives the request for participation within the deadline.

3.4 Format of request for participation

The request for participation must include the following:

1. Confirmation that the Tenderer requests participation in the competition signed by a person with the authority to commit the Tenderer.
2. A completed self-declaration form (European Single Procurement Document (ESPD)).
3. Documentation of fulfilment of the qualification and selection criteria in accordance with section 5 and 6 of this RFT.
4. Any separate documents (free-text) in reply to selection criteria 5.3 (professional ability).

4 EUROPEAN SINGLE PROCUREMENT DOCUMENT

4.1 General

Along with the request for participation, the Tenderer must submit an electronic self-declaration form (ESPD). The ESPD will serve as a preliminary documentation for the Tenderer's fulfilment of the selection criteria in section **Feil! Fant ikke referansekinden.** and that no exclusion grounds apply to the Tenderer.

Insofar as a Tenderer relies on the resources of other entities in order to fulfil any of the selection criteria, the Tenderer must ensure that each such entity completes and submits a separate ESPD and a declaration of commitment.

Upon request, the tenderer who is nominated for contract award must document the fulfilment of the selection criteria in accordance with the required documentation, prior to being awarded the contract.

Please note that the Contracting Authority may require documentation at any stage after the deadline for request for participation, and that tenderers that cannot document its fulfilment of all the selection criteria may be rejected, regardless of the preceding self-declaration.

4.2 National rejection grounds

Please note that the Norwegian Procurement Regulation includes the following purely national exclusion grounds:

- Section 24-2 (2): The Contracting Authority shall reject a tenderer when he is aware that the tenderer has got a legally binding judgement or has accepted a fine for a criminal organisation, corruption, fraud, terrorist acts or criminal offenses related to terrorist activity, money laundering or terrorist financing, or child labour and other forms of trafficking.

- Section 24-2 (3) letter i: The Contracting Authority may reject a tenderer when he can substantiate that the tenderer has committed serious errors that may cause doubts as to his professional integrity.

5 SELECTION CRITERIA

5.1 Documentation

In order to be invited to submit tenders in the competition, the tenderer must complete the electronic self-declaration form (ESPD) as a preliminary documentation of the fulfilment of the requirements below.

Please note that the Tenderer shall only provide the documentation in their prequalification application when explicitly stated below. Remaining documentation shall only be provided upon request from the Contracting Authority.

5.2 Statutory requirements

ESPD Part III: Exclusion ground: "Grounds relating to the payment of taxes or social security contributions".

Requirement:	Documentation requirements
The tenderer must have paid all taxes and VAT in accordance with the legal provisions of the country in which it is established.	To be provided upon request: Norwegian companies: VAT certificate, not older than 6 months calculated from the tender deadline. Any discrepancies must be explained.

Norwegian Tenderers with unpaid tax/VAT obligations can be rejected. Exceptions may be in case the tenderer is in a legal dispute with the tax authorities regarding the obligations, provided that documentation regarding the dispute is submitted as part of the request for participation.

5.3 Professional ability

ESPD document Part IV: Selection criteria, C: Technical and professional ability:

Requirement:	Documentation requirements
The tenderer shall demonstrate relevant experience from similar deliveries within the last 3 years. Similar Deliveries means equivalent assignments as described in Annex 2.	<p>To be provided in the ESPD or in a separate document (free-text):</p> <p>The Tenderer shall provide a list of similar assignments delivered during the last 3 years.</p> <p>Relevant assignments would be services of a similar nature, complexity and/or scope as requested in this tender document and in Annex 2 to the Contract.</p> <p>The descriptions must at least contain the following: Type of customer, e.g. private company, NGO, public body. Name of customer if possible Description of the delivery The time of delivery The value of the contract</p> <p>The Tenderer is responsible for ensuring that the description is sufficient in order to document the fulfilment of the criterion.</p>
The Tenderer must have the necessary competence to fulfil the contractual obligations.	<p>To be provided in the ESPD or in a separate document (free-text):</p> <p>A description of the education and professional qualifications for the Tenderers personnel (including subcontractors).</p> <p>Max 10 A4 pages.</p>

5.4 Support from other entities

The tenderers may rely on the resources of other entities in order to fulfil the selection criterion relating to technical and professional qualifications in section 5.3. If so, the tenderer shall tick the check boxes in the ESPD form part II section C and submit separate ESPDs for each of the companies on which he relies. Such ESPDs shall contain the information requested in section A and B in part II and III, in addition to the information in part IV and V in so far as they are of relevance for the specific requirement(s) for which the tenderer relies on the other company.

Additionally, the tenderer shall document that the company is obliged to deliver the relevant resources to the tenderer by presenting a declaration of commitment or other documentation, clearly stating that the Tenderer has at its disposal the necessary resources from the legal entity, signed by an authorised person of the undertaking.

6 SHORTLISTING OF QUALIFIED TENDERERS

6.1 General

The selection of three to six Tenderers that will be invited to submit a tender will be based on the criteria set out below. The qualified Tenderers that to the greatest extent meets the criteria is ranked as no. 1, while the other qualified Tenderers are ranked proportionately. The three to six highest ranked and qualified Tenderers will be invited to submit tenders in the competition.

6.2 Selection criteria

Selection criteria	Documentation requirements
Degree of relevant experience, c.f. section 5.3.	The suppliers response to the selection criteria in section 5.3 regarding relevant experience.
Degree of relevant competence to fulfil the contractual obligations, c.f. section 5.3.	The suppliers response to the selection criteria in section 5.3 regarding relevant competence.

7 REQUIREMENTS TO THE TENDER

7.1 Introduction

This section is only relevant for Tenderers that have been qualified and selected to participate in the tender stage. All participants must first submit a qualification application pursuant to the instructions set out in section 3 - 6 above. Participants who submit a qualification application, but are not invited will be notified by the Contracting Authority.

7.2 Variants

Variant tenders, cf. section 23-4 in the Public Procurement Regulation, are not accepted.

7.3 Tender Submission Requirements

Tenders must be submitted in accordance with the format requirements in section 7.5 below and any requirements stated in EU-Supply. Only Tenders submitted through EU-Supply will be accepted.

The Tender must be signed with a digital certificate, similarly as the request for participation, cf. section 3.3.

The Tenderer is responsible for ensuring that the Contracting Authority receives the tender by the tender deadline in section 1.5. It is not possible to submit a tender after the deadline, which, in any case, would lead to rejection.

7.4 Obligatory task

All Tenderers who have been qualified and selected to participate in the tender stage will be given access to the specific obligatory task from the 18th of August 2021, 48 hours before the final deadline for the tender. The aim of the obligatory task is to assess the quality of the service. The Tenderer's completed assignments form an integral part of the tender and should be submitted as a part of Annex 3 through the KGV system. The specific details of each service task are as follows:

Product screening

All Tenderers will be provided with a sample portfolio. Companies will be identified through their company names, ISIN number and Bloomberg Issuer ID. Tenderers will be required to apply their screening methodology and identify companies in the sample portfolio which match one of the Screening Criteria as listed in Annex 2. Tenderers will then be required to submit a sample report in the same format they intend to use should they be successful in this tender.

7.5 Format of tender

It is the responsibility of the Tenderer to ensure that all requirements are answered and documented in accordance with this RFT.

The tender must include the following:

1. A letter of acceptance of the conditions set forth in the RFT and the draft contract with annexes and special contractual conditions (the attached form "Acceptance of contractual terms" may be used). Any reservations should be stated in the letter of acceptance. Reservations must be documented, and any alternative formulations proposed.
2. A completed draft contract including annexes, and the obligatory task as part of Annex 3 as described in section 7.4.
3. Documentation in accordance with section 7 and 8 of this RFT,

The Tenderer is responsible for ensuring that all questions raised in the RFT with annexes are addressed, and that all requested clarifications are answered.

7.6 Reservations

The Tenderer must accept the contractual terms in the "Council on Ethics Standard Contract" including annexes by submitting a completed form "Acceptance of contractual terms" (attachment 1 to this RFT). Any reservations to the contractual terms in the "Council on Ethics Standard Contract" or terms in this RFT shall be stated in the letter of acceptance and

in Annex 7 to the contract. The reservations shall be defined precisely and unambiguously, in order for the Contracting Authority to assess them without any contact with the tenderer. The tenderer shall clearly state the consequences of any reservations with regard to the performance, price and/or other aspects of the tender.

7.7 Tender Validity

The tender must be valid until the date set out in section 1.5.

8 CONTRACT AWARD

8.1 Award criteria

The Contract will be awarded to the Tenderer presenting the final Tender with the best price-quality ratio, as identified in accordance with the following criteria:

Criterion	Weight in %	Description and documentation requirement
<p>The service provider's understanding of the mandate.</p> <p>The following points will be particularly emphasized in the evaluation:</p> <ul style="list-style-type: none"> - The methodology to gather, store, update and present information on the companies and on the screening criteria; - The sources used; - In-house capacity to analyse data, including expertise in the criteria in the Guidelines, as well as the extent to which service providers rely on analyses from external research partners; - Procedures for ensuring that subsidiaries of the companies are also screened. A brief description of the manpower proposed for this contract with CVs of the key personnel who will be responsible for preparing these reports including their knowledge in the specialised fields covered by the Guideline's criteria. - The system for quality assurance. 	40	Completed Annex 3 to the Contract, including the obligatory task, and the service provider's specification of the Services.
Personnel's competence: The experience and professional competence for the submitted consultants, including experience/expertise with respect to weapons screening.	30	<p>The evaluation will be based on the following documentation:</p> <ul style="list-style-type: none"> - CV for the relevant personnel with a list of principal deliveries.
<p>Price</p> <p>The total fixed cost of the assignment per annum.</p>	30	<p>Completed Annex 4:</p> <p>A - Annual price for the Assistance.</p>
Total	100	

The tender with the best price-quality ratio is the tender that achieves the highest total score.

The tenders will be scored on a scale from 0 (least favourable / lowest value) to 10 (most favourable / highest value) on each of the award criteria.

8.2 Award of contract

The award decision will be notified in writing to all the tenderers simultaneously through EU-supply. The notification will contain the justification for the award of the contract and provide information about the standstill period before the conclusion of the contract.