

CALL FOR REQUEST TO PARTICIPATE PROCUREMENT  
PROCEDURE FOR  
HYDROGRAPHIC SURVEY DATA MANAGEMENT SYSTEM  
MERTA AND RELATED SERVICES

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## 1 PROCURING UNIT

Finnish Transport Agency (Liikennevirasto in Finnish) (FTA) is the governmental expert organization responsible for Finland's roads, railways and waterways and for the overall development of Finland's transport system. It operates under the jurisdiction of the Ministry of Transport and Communications.

In order to enable safe and efficient navigation FTA collects and processes hydrographic survey data for waterway planning, nautical charting and other purposes.

## 2 CALL FOR REQUESTS TO PARTICIPATE AND THE OBJECTIVES AND THE OBJECT OF CONTRACT

Finnish Transport Agency invites all interested suppliers to submit a request to participate in a procurement procedure for system for validating, handling and storing hydrographic survey data.

The call for requests to participate (No 2016-001165) and the related appendices have been published in the HILMA electronic notification system ([www.hankintailmoitukset.fi](http://www.hankintailmoitukset.fi)) and the TED database (Tenders Electronic Daily) of the Official Journal of the European Union on 26 January 2016.

The name of the Project is Merta.

The procurement consists of systems for validating, handling and storing hydrographic survey data, as well as creating surface models and other deliverable data products out of it. Metadata, history and logging functionalities should be available. Possibility to use data from other geographic information systems as background information and as editable features by the system's user interface is required. There are possible options for acquiring additional services and functionalities relating to the system and its implementation.

The candidates may offer their own solutions and suggest the processes for getting the most value from them. These will be taken in account in the negotiations. The selection criteria will be most economically advantageous, with price having weight of 20-40% and quality 60-80%.

Intended period of contract is 2016-2030, with possibility to discontinue the contract or part of it after 5 years. The period and clauses will be clarified during negotiations. System pilots, installations, tailoring and migration will be done during 2016-2018, and the maintenance phase will then continue at least until 2021, probably including 1-3 major and numerous minor software upgrades.

Options may be used in one or more parts. Matters relating to the options will be clarified in the course of negotiations. Use of the options is at FTA's discretion.

More detailed descriptions of requirements are provided in the negotiated procedure.

### 3 THE PROCUREMENT PROCEDURE

#### 3.1 The negotiated procedure

The procurement procedure selected is the negotiated procedure, because the nature of the intended system prevents drawing up a tender and determining the tasks in advance in as sufficient detail and accuracy as is required in order to select the best tender through an open or restricted procedure. The contract shall be carried out in compliance with the Act on Public Contracts (348/2007). The estimated value of the contract exceeds the EU threshold value.

The publicity of the procurement documentation shall be subject to the Act on the Openness of Government Activities (621/1999) and the Act on Public Contracts (348/2007). The tender documents and other information submitted by the candidates will become public information during the procurement process. Any official documents containing information on a private business or professional secret, or comparable private business information as defined in Section 24(1)(20) of the Act on the Openness of Government Activities (621/1999), will not be put into the public domain. Such information shall be marked in an unambiguous manner and, where possible, presented separately from other data. Prices and information used as evaluation criteria are not considered business or professional secrets. The opening of the tenders is not a public event. Once signed, the decision concerning the award of the contract will be put into the public domain. Together with the decision, the factors affecting the selection of the best tender, the prices and other content included in the decision document shall also become public information. The tender documents will be revealed to other tenderers after the decision has been made, and put into the public domain after the contract has been concluded.

#### 3.2 The conduct of the negotiated procedure

Candidates are asked to declare contact information (name, e-mail, telephone and mailing address) of a liaison involved in making the application to e-mail address [Merta@fta.fi](mailto:Merta@fta.fi). The email subject field should indicate the reference "Merta Participation, contact". The questions and answers relating to the procedure as well as other possible information related to the tender are provided to declared persons.

The provisions on the conduct of the negotiated procedure are presented in Section 26 of the Act on Public Contracts (348/2007). The negotiated procedure is estimated to include at least two rounds. At the discretion of FTA, more than two rounds can be included in the negotiated procedure. The same number of rounds will be applied to each tenderer selected for the negotiated procedure.

It is also possible to participate in the negotiated procedure as a consortium of candidates; in such case, those included in the consortium must jointly commit to act in accordance with the obligations and responsibilities presented in the request to participate. Otherwise, each party within the consortium will be viewed as single candidate. Each member of the consortium must provide all the company information requested and respond to all the questions concerning the eligibility criteria presented in Appendix 2.

In a negotiated procedure, candidates are invited to submit a request to participate in the procedure through a call for requests to participate. 3-5 candidates will be selected for the negotiated procedure in accordance with the selection criteria defined in section 4.2 of this call for requests to participate.

FTA will send an invitation to the negotiated procedure to all the candidates selected. During the first round of negotiations, the candidates selected are provided with an opportunity to showcase their system and discuss the object of contract. More detailed information on the object of contract and the tender evaluation criteria will be sent to all the candidates. The final selection criterion shall be the economically most advantageous tender, but the exact criteria will be specified during the negotiations.

The candidates/tenderers shall not be paid compensation for drawing up a request to participate/a tender, for participating in the negotiations, for participating in other parts of the negotiated procedure, or for any measures related to the procedure.

FTA reserves the right to interrupt the negotiated procedure. The contract will also include termination clauses, under which the contract can be terminated. Clauses are clarified during the negotiated process.

### 3.3 The schedule

Preliminary schedule for the negotiated procedure

1. Procurement notice 26.1.2016
2. Deadline for applications to negotiated process 3.3.2016
3. Decision of invited candidates 15.3.2016
4. Invitation to negotiated process and preliminary call for tenders 15.3.2016
5. Deadline for preliminary tenders 1.4.2016
6. 1st negotiation round 11-21.4.2016
7. 2nd negotiation round 28.4-4.5.2016
8. 3rd negotiation round 19-26.5.2016
9. Deadline for final call for tenders 10.6.2016
10. Deadline for final tenders 1.8.2016
11. Procurement decision 17.8.2016
12. Official waiting period 21 days after decision is published
13. Signing of contracts.

The schedule will be updated during negotiated process. FTA reserves the right to call for additional preliminary tenders during the process.

## 4 THE REQUEST TO PARTICIPATE

Anyone submitting a request to participate must ensure that all the required documents are enclosed to and returned with the request to participate. The request to participate and the related documents will be accepted in Finnish or English. Official certificates will also be accepted in the original language, accompanied by a translation of the relevant parts into Finnish or English.

There are two appendices accompanying the request to participate that must be completed and returned with the request form; these are:

Appendix 1: Company profile and eligibility criteria

Appendix 2: Descriptions of references

The supporting documents related to the eligibility criteria must be delivered with the request to participate and the documents must be clearly numbered in Appendix 1.

#### 4.1 Queries about the negotiated procedure and instructions for submitting a request to participate

##### 4.1.1 Queries

Queries about the negotiated procedure or the request to participate will only be accepted via e-mail and they must arrive no later than 12:00 PM (noon) EET on 12 February 2016. FTA's answers will be given by 12:00 PM (noon) EET on 19 February.

Any observations of ambiguities, inconsistencies and errors are to be sent via e-mail. The queries and observations and the responses to them will be sent via e-mail to everyone who has submitted a request to participate or requested to be included in the call for requests to participate. All communications are to be sent to e-mail address below, with the subject "Merta participation, questions".

The contact person for this procurement is:

Antti Castrén  
Tel. +358295343430  
email: merta@fta.fi

##### 4.1.2 Validity period and instructions for submitting a request to participate

A request to participate must be submitted signed in a closed envelope in paper format in two copies stapled together and one copy not stapled together. In addition, one copy must be submitted in electronic format, on a USB flash drive in a DOC/DOCX, RTF, XLS/XLSX or (searchable) PDF file (the appendices requested to accompany the application for participation must be returned in their original file formats). Certificates from local authorities are accepted in original language and as scanned PDF.

Should the copies of the request to participate have any differences or inconsistencies, the paper version will take precedence. The requests to participate must be valid until 1 April 2016. The envelope containing the request to participate must be properly marked with "Merta, Request to participate". The requests to participate are to be delivered to the following address:

Finnish Transport Agency  
Front desk  
Opastinsilta 12 A (2<sup>nd</sup> floor)  
FI-00520 Helsinki

Finnish Transport Agency  
Registry office (Kirjaamo)  
P.O. Box 33  
FI-00521 HELSINKI

The requests to participate must arrive at FTA by

1:00 pm (13:00) EET on 3 March 2016.

Requests to participate submitted only in electronic format or arriving after the time limit will not be processed. The sender will be responsible for the request to participate documents until they have been accepted at FTA.

## 4.2 Processing and evaluation of requests, eligibility and selection criteria

### 4.2.1 Processing and evaluation

Requests to participate are reviewed in order to select the candidates that meet the eligibility criteria (Appendix 1) and have submitted all the supporting documents requested. All candidates who do not meet the eligibility criteria set in Appendix 1 shall be excluded from the negotiated procedure. The candidates must meet the eligibility criteria throughout the negotiated procedure. Candidates who fail to meet the eligibility criteria at a later stage of the procedure will be excluded from the competitive tendering process.

Each eligible candidate's points will be added up, and maximum of 5 candidates with the highest scores will be invited to the negotiated procedure. If there is three or less than three eligible candidates all of them will be invited to the negotiated procedure.

### 4.2.2 Eligibility criteria

Participation in this procurement is allowed only to those applicants that have the legal and financial capacities and the commercial and technical abilities to undertake the relevant procurement. Commercially the Applicant must have turnover of 3 000 000 € from this product segment or an installed base of 20 clients. The exclusion criteria presented in Sections 53 and 54 of the Act on Public Contracts (348/2007) must not apply to the candidate and the candidate must fulfill the commercial and minimum technical capabilities listed in Appendix 1, specifically see 4.2.3a. The Applicants must supply sufficient data for validating these capabilities and the selection of those invited to negotiations is based on said criteria.

If there are more than three candidates who meet the eligibility criteria, the candidates will be ranked on the basis of the scoring of the references, as described below. Descriptions of references will be recorded in Appendix 2. The reference systems must be in use. All the criteria presented below do not need to apply to one single reference system. The references will be evaluated using relative scoring; the relative weighting is indicated for each criterion.

### 4.2.3 Selection Criteria

The references provided in a request to participate will be evaluated on the basis of three criteria, listed below.

#### a System references

The supplier must provide proof of prior experience of implementing such a system that supports large amounts of data of various types handled using varied workflows.

References should cover:

- validation of survey data
- management of survey data
- management of metadata
- storage of elevation data/models and metadata
- production of elevation models and elevation data products for varied use
- proven migration of existing (proprietary) database

Each of these 6 components will score 0/1 point. References for the components may be from different customers/projects. The minimum requirement for this criterion is 3 points. The relative weighting of this criterion is 40%.

#### b System functionalities

The evaluation will focus on how the system supports workflows and data management. The features examined are:

- five or more survey data input file formats
- external GIS database integration for vector features
- data search by coordinates, polygons and other metadata
- vector and raster background information import
- vector and raster editing of export items
- scripting capability
- integration to workflow management system(s)
- automated validation system
- batch run capability
- documented API's or SDK for integration and add-ons
- availability of ancillary services such as training, tailoring and consultancy

One point per item with client reference / reference to COTS level documented feature description (user manual chapter or similar) is awarded

The relative weighting of this criterion is 40%.

#### c Offline usage and storage of data

The evaluation will focus on the system's suitability for use in cases where system does not have Internet access and on the data models and portability of the storage systems/formats. Offline usability scores 1 point, documented process for working on a separated network scores 1 point and public storage formats score 1 point.

The relative weighting of this criterion is 20%.



5 PLACE, DATE AND SIGNATURE

Helsinki, 25 January 2016

Finnish Transport Agency

APPENDICES

APPENDIX 1 Company profile and criteria (fill in and return)

APPENDIX 2 Descriptions of references (fill in and return)