

PRIOR INFORMATION NOTICE (PIN)

IO/22/OT/10024100/YMA

Procurement Officer in charge:

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Abstract.

The purpose of this summary is to provide prior notification of the IO's intention to launch a competitive Open Tender process in the coming weeks. This summary provides some basic information about the ITER Organisation (the "IO"), the technical scope for this tender, and details of the tender process.

1 Introduction

This Prior Information Notice (PIN) is the first step of an Open Tender Procurement Process leading to the award and execution of a Service Contract.

The purpose of this document is to provide a basic summary of the technical content in terms of the scope of work, and the tendering process.

2 Background

The ITER project is an international research and development project jointly funded by its seven Members being, the European Union (represented by EURATOM), Japan, the People’s Republic of China, India, the Republic of Korea, the Russian Federation and the USA. ITER is being constructed in Europe at St. Paul–Lez-Durance in southern France, which is also the location of the headquarters (HQ) of the ITER Organization (IO).

For a complete description of the ITER Project, covering both organizational and technical aspects of the Project, visit www.iter.org.

3 Scope of Service

The scope of services under the Service Contract is the technical assistance and support from subject matter specialists in the fields shown in the following table during Commissioning, Maintenance & Operations activities.

Categories	Fields of Services
Discipline/Component expertise	Rotating equipment
	Valves
	Instrumentation
	Under pressure equipment
	Piping
	Heat-exchanger / Chiller
	Material / corrosion (incl. metallurgical analysis)
	Vibration monitoring and analysis
	Chemistry (primary side)
	Mechanical/Electrical Quality Control
Maintenance engineering	Maintenance Contract
	Spare parts management
	System Maintenance and Inspection plans definition
	SAP PM/MM and WCM Business Architecture
Operation engineering	Operation manual

The details can be found in the Technical Specifications ref. ITER_D_6JGA25 v1.2 (attached to this PIN).

4 Procurement Objective & Process

The objective is to award a Service Contract through a competitive bidding process.

The Procurement Procedure selected for this tender is called the **Open Tender** procedure.

The Open Tender procedure is comprised of the following four main steps:

- Step 1- Prior Information Notice (PIN)
The Prior Information Notice is the first stage of the Open Tender process. The IO formally invites interested Suppliers to indicate their interest in the competitive process by returning to the Procurement officer in charge the attached “Expression of Interest and PIN Acknowledgement” by the date indicated under paragraph 5 below.

Special attention:

Interested tenderers are kindly requested to register in the IO Ariba e-procurement tool called “IPROC”. You can find all links to proceed along with instruction going to: <https://www.iter.org/fr/proc/overview>.

When registering in Ariba (IPROC), suppliers are kindly requested to nominate at least one contact person. This contact person will be receiving the notification of publication of the Request for Proposal and will then be able to forward the tender documents to colleagues if deemed necessary.

- Step 2 - Invitation to Tender
The Request for Proposals (RFP) will be published on our digital tool “Iproc”. This stage allows interested bidders who have indicated their interest to the Procurement Officer in charge AND who have registered in IPROC to receive the notification that the RFP is published. They will then prepare and submit their proposals in accordance with the tender instructions detailed in the RFP.

Only companies registered in this tool will be invited to the tender.

- Step 3 – Tender Evaluation Process
Tenderers proposals will be evaluated by an impartial evaluation committee of the IO. Tenderers must provide details demonstrating their technical compliance to perform the work in line with the technical scope and in accordance with the particular criteria listed in the RFP.
- Step 4 – Contract Award
A Service contract will be awarded on the basis of best value for money according to the evaluation criteria and methodology described in the RFP.

5 Procurement Timetable

The tentative timetable is as follows:

Milestone	Date
Publication of the Prior Indicative Notice (PIN) on IO Webpage	12 October 2022
Deadline for Submission of expression of interest form	26 October 2022
Request for Proposals (RFP) publishing on IPROC	Week of 31 October 2022
Clarification Questions (if any) and Answers	6 December 2022
Answers to Clarifications	11 December 2022
Tender Submission in IPROC	21 December 2022
Tender Evaluation & Contract Award	January 2023
Contract Signature	February 2023
Contract Commencement	February / March 2023

6 Contract Duration and Execution

The ITER Organization shall award the Service Contract around January/February 2023. The estimated contract duration shall be 3 years.

7 Experience

The Contractor is expected to provide Suitably Qualified and Experienced Personnel (SQEP) to fulfil the Service request in a timely manner.

8 Candidature

Participation is open to all legal entities participating either individually or in a grouping/consortium. A legal entity is an individual, company, or organization that has legal rights and obligations and is established within an ITER Member State.

Legal entities cannot participate individually or as a consortium partner in more than one application or tender of the same contract. A consortium may be a permanent, legally established grouping, or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e. the leader and all other members) are jointly and severally liable to the ITER Organization.

In order for a consortium to be acceptable, the individual legal entities included therein shall have nominated a leader with authority to bind each member of the consortium, and this leader shall be authorised to incur liabilities and receive instructions for and on behalf of each member of the consortium.

It is expected that the designated consortium leader will explain the composition of the consortium members in its offer. Following this, the Candidate's composition must not be modified without notifying the ITER Organization of any changes. Evidence of any such authorisation shall be submitted to the IO in due course in the form of a power of attorney signed by legally authorised signatories of all the consortium members.

Any consortium member shall be registered in IPROC.

9 Sub-contracting Rules

All sub-contractors who will be taken on by the Contractor shall be declared with the tender submission in IPROC. Each sub-contractor will be required to complete and sign forms including technical and administrative information which shall be submitted to the IO by the tenderer as part of its tender.

The IO reserves the right to approve (or disapprove) any sub-contractor which was not notified in the tender and request a copy of the sub-contracting agreement between the tenderer and its subcontractor(s). Rules on sub-contracting are indicated in the RFP itself.