

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1) **Name and addresses**

Official name: European X-Ray Free-ElectronLaser Facility GmbH

Postal address: Holzkoppel 4

Town: Schenefeld

NUTS code: DEF09 Pinneberg

Postal code: 22869

Country: Germany

Contact person: Dr. Oliver Jauch

E-mail: ojauch@goerg.de

Telephone: +49 40500360480

Fax: +49 40500360444

Internet address(es):

Main address: <http://www.xfel.eu>

I.2) **Information about joint procurement**

I.3) **Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.subreport.de/E58169754>

Additional information can be obtained from another address:

Official name: GOERG Partnerschaft von Rechtsanwaelten mbB

Postal address: Alter Wall 20-22

Town: Hamburg

NUTS code: DE600 Hamburg

Postal code: 20457

Country: Germany

Contact person: Dr. Oliver Jauch

E-mail: ojauch@goerg.de

Telephone: +49 40500360480

Fax: +49 40500360444

Internet address(es):

Main address: <http://www.goerg.de>

Tenders or requests to participate must be submitted to the abovementioned address

I.4) **Type of the contracting authority**

Other type: GmbH: Limited liability company subject to German private law, publicly funded mainly by the Federal Republic of Germany

I.5) **Main activity**

Other activity: Research

Section II: Object

II.1) Scope of the procurement**II.1.1) Title:**

Safety Training System for European XFEL
Reference number: SR-CT034974

II.1.2) Main CPV code

72200000 Software programming and consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description:

The European XFEL is a research facility of superlatives: it generates ultrashort X-ray flashes-27 000 times per second and with a brilliance that is a billion times higher than that of the best conventional X-ray radiation sources. To construct and operate the European XFEL, international partners agreed on the foundation of an independent research organization — the European XFEL GmbH (“XFEL”), a non-profit limited liability Company under German law.

XFEL is striving to improve the quality and availability of safety trainings with the help of e-learning techniques and by utilizing media such as pictures, photos, audio, video, digital animations, and virtual reality.

The aim of the present call for tenders is to identify a provider of e-learning solutions who can offer the entire range of services presented, using e-learning technical and courseware design standards.

The services to be contracted include the planning, development, implementation, operation and continuing support of the online safety training and learning platform specifically tailored to the requirements of XFEL. In addition it includes the production, editing, and technical implementation of e-learning material required for the safety training courses.

Based on the task description below, a duration of the planning, development and implementation phase is projected to take approximately 12 months. The total duration of the contract will be 60 months (see point II.2.7). Initially it is envisaged to produce around 10 different safety training courses on subjects such as Biological Safety, Chemical Safety, Laser Safety, etc. All work is carried out in close consultation or according to specifications by the responsible persons of the Safety and Radiation Protection group of XFEL.

II.1.5) Estimated total value**II.1.6) Information about lots**

This contract is divided into lots: no

II.2) Description**II.2.1) Title:****II.2.2) Additional CPV code(s)**

72210000 Programming services of packaged software products
72212000 Programming services of application software

II.2.3) Place of performance

NUTS code: DEF09 Pinneberg
Main site or place of performance:
Holzkoppel 4, 22869 Schenefeld

II.2.4) Description of the procurement:

The Supplier must provide the following service packages:

1. Planning, development and implementation of the online safety training and e-learning platform:

Based on a project sketch provided by European XFEL, a technical concept for the online safety training and e-learning platform needs to be developed and implemented by the contractor in cooperation with the client. The online safety training and e-learning platform needs to be hosted within the DMZ of the client to allow interaction with the access control system. More specifically, this involves:

- Preparation of data models and data structures
- Template programming according to specifications and in cooperation with a graphic design agency commissioned by the Client
- User management including a login and registration system, rights and role management, linking to existing accounts via an LDAP or Active Directory interface, self-registration for external companies, and link management with the existing access control management system
- All system communications should be secure with SSL/TLS
- Preference is given to the usage of Open Source protocols (e.g. RESTful, LDAP, etc.), development frameworks (e.g. Laravel, Ruby on Rails, Node, React, etc.) and open stack systems (e.g. Linux, MySQL, PostgreSQL, etc.)
- User dashboard with individual and predefined learning paths
- Support of both the interface as well as the training material in German and English
- Archiving system for the course material
- Documentation of course participation and performance (quizzes)
- The content of the courses remains archived within the system for documentation purposes beyond the life cycle of the course. Each version of a training course can be downloaded as a static documentation record.

2. Export interface The system must be designed in such a way that generated content (courses) can be extracted in a way that is compatible with industry standard formats to allow reuse of the content in another learning management system.

3. Interfaces

- In-house access control system (via RESTful APIs)
- LDAP or Active Directory (for user management)
- RESTful APIs for User identification
- RESTful APIs for interface for data Transfer
- RESTful APIs for interface for signature terminals

4. Production of safety training Courses The client develops and provides story boards for the training courses. Based on the story boards and in very close collaboration with the client, the provider takes over the production of the safety training material.

Based on the conceptual design of online supported e-learning formats, the media production is carried out by the provider. Media production includes on site production of photo, video, audio, as well as integration of existing media provided by the client. The learning content is to be implemented in various multimedia. The provider may advise the client with regard to new e-learning instruments, new methods, techniques and standards.

The e-learning portal design should be responsive and optimized for a wide range of devices such as computers, tablets and smartphones When producing the learning media, the provider must take into account that they should be available on various devices (desktop PC, tablet, smartphone). This requires a responsive web design. This includes a readable and accurate display of the content on each device and an automated correct presentation on mobile devices such as tablets and smartphones (e.g. by providing the media in different resolutions).

5. Signature Terminals In order for a safety training to be evaluated as having been carried out and thus be stored in the access control system as valid, a user must provide a signature for each instruction. The signatures should be provided in paperless form using stationary electronic terminals.

6. Exit strategy The online safety training and learning platform must be set up in such a way that there is an option for the contractor to hand over the system in full at a later date. This includes the handover of

- The complete documentation
- All applications source code
- All tools (information, data, scripts etc.)
- Transfer of the backups (server contents, databases etc.)
- The course materials must be handed over in a format that can be used on other common LMS platforms, e.g. ILIAS or Moodle, a SCORM or e.g. xAPI export interface

is developed • The signed certificates, if documents are generated 7. Maintenance, Helpdesk and further development The following need to be provided:

- Support via email and telephone for employees of the Client
- Technical maintenance and backups
- Editorial support for small changes
- Further development of instructions

For further information see the procurement documents and the technical specification.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 60

This contract is subject to renewal: yes

Description of renewals:

Further information on options is contained in the procurement documents and the contract.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 3

Objective criteria for choosing the limited number of candidates:

The selection criteria for the evaluation of eligibility are ability (economic and financial ability) and expertise (technical and professional ability). The above criteria will be assessed on the basis of the documents to be submitted under section III.1) of this notice.

Ability and expertise are in a ratio of 30 % (ability) to 70 % (expertise). For the assessment of the ability, the information and evidence referred to point III.1.2) (WL1) are used. For the assessment of the expertise, the information and evidence mentioned in point III.1.3) (TL1 and TL2) shall be taken into account. The assessment of ability and expertise is based on a relative comparison of the applicants on the basis of the following grading scale.

Up to 10 evaluation points are awarded for each suitability criterion (ability and expertise):

- 10 points: applicant is excellently suited due to the size and equipment of the company and his experience;
- 8 points: applicant is well suited due to the size and equipment of the company and his experience;
- 6 points: applicant is sufficiently suitable due to the size and equipment of the company and his experience;
- 4 points: applicant is suitable due to the size and equipment of the company and his experience;
- 2 points: applicant is only suitable to certain aspects due to the size and equipment of the company and his experience.

In the range between 1 and 10 points, intermediate values (1 p., 3 p., 5 p., 7 p., 9 p.) can be formed to take into account a tendency towards the higher note level in each case.

An evaluation of a suitability criterion with 0 points would correspond to a complete non-fulfilment of the respective suitability criterion, which would result in the exclusion of the application to participate.

The overall evaluation is made per request to participate by multiplying the score for each suitability criterion by the respective weighting factor and then adding it up.

These are selection criteria, not award criteria.

II.2.10) Information about variants

Variants will be accepted: yes

II.2.11) Information about options

Options: yes

Description of options:

Pursuant to Sec. 14 Para. 4 No. 9 VgV (Procurement Ordinance — Vergabeverordnung), the right is reserved to award the repetition of similar services corresponding to the basic project in a negotiated procedure without a competitive tender under the same conditions as the basic contract.

Further information on options is contained in the procurement documents and the contract.

II.2.12) Information about electronic catalogues

II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14) Additional information

Referring to point II.2.10): variant tenders (variation/alternative tenders) are the subject of the negotiated procedure. The right to exclude variant tenders is reserved. For further details, please refer to the procurement documents.

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Documents submitted must still be valid; where up-to-date requirements are made, the date refers to the date of publication of this notice (see point VI.5). Applicants must submit the following documents or documents with their application:

PL1. Self-declaration regarding exclusion criteria (Sec. 123, 124 GWB). The form in the application documents shall be used.

PL2. A short description of the company. The form in the application documents shall be used.

In the case of candidate consortia, the requirements set out here apply accordingly to each individual member of the candidate consortia.

XFEL reserves the right to request further self-declarations and certificates for bidders selected at the end of the competition and any subcontractors with the submission of the tender separate request.

III.1.2) Economic and financial standing

List and brief description of selection criteria:

WL1. Self-declaration concerning the economic and financial capabilities of the applicant, in particular statement of total turnover of the applicant of the last 3 financial years. The form in the application documents shall be used.

In the case of candidate consortia, the requirements set out here apply accordingly to each individual member of the candidate consortia.

If, for a valid reason, an applicant is unable to provide the required proof, he may demonstrate his capacity by presenting other supporting documents deemed appropriate by XFEL. XFEL reserves the right to request further self-declarations and certificates for bidders selected at the end of the competition and any subcontractors with the submission of the tender separate request.

Minimum level(s) of standards possibly required:

Regarding WL1: The total turnover must be EUR 200.000 on average for the last 3 financial years.

III.1.3) Technical and professional ability

List and brief description of selection criteria:

TL1. Self-declaration on the annual resources of the employees for the relevant business unit (breakdown commercial, technical, other) in the last 3 years. If the applicant does not yet exist for 3 years, the relevant information for the period of existence shall be provided. The form in the application documents shall be used.

TL2. Experience as a company in projects of similar characteristics in the last 5 years (references). Similar are projects with the scope listed in points II.1.4 and II.2.4) and the following expertise:

- Experience running and maintaining a customized web-based software system inside the customer's firewall;
- Experience with multi-language environment (at least German and English);
- Experience providing a web-based customized software system for digital internal communications;
- Experience in e-learning systems;
- Long-term collaboration with customers.

The form in the application documents shall be used. Please do not hand in more than five projects. The expertise can be proven in the same or different references.

The reference projects may have been started, implemented or completed within the last 5 years. In the case of candidate consortia, corresponding information may be provided for the candidate consortia as a whole.

Minimum level(s) of standards possibly required:

Regarding TL2: At least 3 references must be proven.

Regarding TL2: At least one project must have had a value of EUR 200.000.

III.1.5) **Information about reserved contracts**

III.2) **Conditions related to the contract**

III.2.1) **Information about a particular profession**

III.2.2) **Contract performance conditions:**

III.2.3) **Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV: Procedure

IV.1) **Description**

IV.1.1) **Type of procedure**

Competitive procedure with negotiation

IV.1.3) **Information about a framework agreement or a dynamic purchasing system**

IV.1.4) **Information about reduction of the number of solutions or tenders during negotiation or dialogue**

IV.1.5) **Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

IV.1.6) **Information about electronic auction**

IV.1.8) **Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

IV.2) **Administrative information**

IV.2.1) **Previous publication concerning this procedure**

IV.2.2) **Time limit for receipt of tenders or requests to participate**

Date: 03/08/2020

Local time: 12:00

IV.2.3) **Estimated date of dispatch of invitations to tender or to participate to selected candidates**

IV.2.4) **Languages in which tenders or requests to participate may be submitted:**

English

IV.2.6) **Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) **Conditions for opening of tenders**

Section VI: Complementary information

VI.1) **Information about recurrence**

This is a recurrent procurement: no

VI.2) **Information about electronic workflows**

VI.3) **Additional information:**

- 1) The application documents must be downloaded from the internet address given in point I.3). Their use is binding. If further information or clarification should be required from the contracting authority during the competitive tender, this additional information will also be published at the above mentioned Internet address.
- 2) The procurement documents (tender specifications, contracts, etc.) will only be issued to the selected tenderers after the end of the competitive tendering, who have submitted their requests to participate with a completed and signed confidentiality agreement.
- 3) Questions concerning the requirements of this notice and the application documents should be addressed to XFEL via the awarding platform immediately, but no later than 27.07.2020. XFEL reserves the right not to answer questions received later.
- 4) The sole purpose of the information contained in this notice is to give interested parties an impression and to enable a decision on whether to participate in the procedure. Deviations and specifications within the framework of the negotiations are reserved.
- 5) Requests to participate must be transmitted electronically to the body designated in point I.3) via the awarding platform. Until the application deadline expires, requests to participate are encrypted so that the contracting authority has no access to them. However, the tenderer is free to edit and re-upload his request to participate within the deadline.
- 6) The contracting authority reserves the right to request a follow up for incomplete or missing documents in the requests to participate at short notice.
- 7) The contracting authority reserves the right to cancel the procedure on objective grounds. Claims of the applicants and tenderers for compensation are — as far as legally permissible — excluded. By downloading the application documents, the applicant agrees to this.
- 8) XFEL reserves the right to award the contract on the basis of the initial offers without entering into negotiations (Sec. 17 Para. 11 VgV).
- 9) Candidate consortia must submit, with their request to participate, a legally binding declaration according to the application documents signed by all members and must comply with the requirements stated therein.
- 10) Regarding point II.2.9: The three selected bidders will be invited to an early technical discussion with the invitation to tender.

VI.4) **Procedures for review**

VI.4.1) **Review body**

Official name: Vergabekammer des Bundes

Town: Bonn

Postal code: 53123

Country: Germany

VI.4.2) **Body responsible for mediation procedures**

VI.4.3) **Review procedure**

Precise information on deadline(s) for review procedures:

The time-limit for appeal is regulated under Sec. 160 Para. 3 GWB.

The application is inadmissible if:

- 1) the applicant became aware of the alleged violation of provisions governing the awarding of public contracts before submitting the appeal and did not object to the contracting entity within 10 calendar days; the deadline stipulated in Sec. 134 Para. 2 remains unaffected;
- 2) violations of provisions governing the awarding of public contracts which become apparent from the tender notice are not notified to the contracting entity by the end of the period specified in the notice for the submission of a tender or application;
- 3) violations of provisions governing the awarding of public contracts which only become apparent from the award documents are not notified to the contracting entity by the end of the period specified in the notice for the submission of a tender or application;
- 4) more than 15 calendar days have elapsed from the receipt of notification from the contracting entity that it is unwilling to redress the complaint.

Further information regarding the time limit for appeal under Sec. 160 Para. 3 GWB can be obtained by the above-mentioned body (see Sec. VI.4.1 of this notice).

VI.4.4) **Service from which information about the review procedure may be obtained**

VI.5) **Date of dispatch of this notice:**

03/07/2020