



Municipal Association Energy und Technology Freesendorf

Industrial Port of Lubmin | Am Hafen 10 | 17509 Lubmin

## Accompanying document to the notice

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# 1 Description of the contract

## 1.1 Introduction

The municipal association "Energy and Technology Freesendorf" intends to award the handling operations in the industrial port of Lubmin to an external bidder at the beginning of the year 2021.

The municipal association "Freesendorf Energy and Technology" consists of the member municipalities Kröslin, Lubmin and Rubenow, located in the district of Vorpommern-Greifswald in the federal state of Mecklenburg-Western Pomerania. It owns and operates the industrial port of Lubmin. The port has six berths with a total quay length of 855 m as well as a road and rail connection. The handling services for the port are up for tender. The allocation is planned for 1.1.2021.

## 1.2 Description of the port area

The port of Lubmin is located on the southeastern shore of the Greifswald Bodden between the town of Lubmin and the Peene estuary. The industrial harbor Lubmin has a 740 m long south quay with five berths, as well as a 115 m long east quay with one berth. The train tracks are running parallel to the quay and connect five of the six berths to the public rail network. With a water depth of seven meters, the port can be used by ships with a draft of up to 6.10 m. A turning basin of 175 m width allows the handling of ships up to 120 m in length. The quays height is three meters above sea level. There is a heavy load area of 100 x 30 m in the harbor area and approx. 25,000 m<sup>2</sup> of open space, which is also ready for possible use. At the harbor border there is a 120 ha large area, which is available for industrial and commercial settlements. It is also possible to rent office space near the harbor.



Figure 1: Aerial view of the industrial port of Lubmin

### 1.3 Objectives

The goal of the municipal association "Energy and Technology Freesendorf" is to award a service concession for handling operations in the industrial port, for which the municipal association expects a meaningful operator concept, which also includes ideas for port and port-hinterland development.

The range of work to be carried out is as follows:

- Implementation of handling operations, in particular piece and bulk cargo handling, handling of wood and animal-feed, by means of suitable handling technology and professionally qualified personnel
- Execution of loading, unloading and stowage work in ships, inland vessels, trucks and railcars
- Execution of sidework
- Provision and maintenance, cleaning and operation of suitable technical equipment for handling
- Cleaning of the port area and the quayside after transshipment
- Disposal of any waste of handling operations activity

### 1.4 Payment and length of the concession

The awarded company will invoice the port users directly for any services. A percentage of the fees received must be paid to the municipal association. The amount of the proposed percentage is foreseen as an award criterion.

The service concession is limited to six years. An extension option of a further two years in favor of the municipal association is planned.

## 2 Legal

The subject of the invitation to tender is a service concession, whereby the threshold for the implementation of a pan-European award procedure in accordance with GWB and VgV has not been reached. The UVgO does not provide any regulations for the award of service concessions. The license will therefore be awarded in accordance with the principle of transparency and the principle of equal treatment in a negotiated procedure with the preceding competition in accordance with the rules set out below.

**Please note that only the German versions of all the documents, including this one, are legally binding!**

### 3 Information on the type of procedure and the implementation of the procedure

#### 3.1 Type of procedure

The procurement procedure, including contract negotiations, will be conducted in German.

The negotiated procedure will be multi-stage.

At first candidates are determined in a “competition to participate” on the basis of objective criteria, who will then be invited by the municipal association "Energy und Technology Freesendorf" to submit tenders. The municipal association Energy und Technology Freesendorf "makes use of the right to limit the number of candidates invited to submit tenders to at least three participants. The criteria for the selection of candidates are shown in section 3.2. In the event that more than three applicants meet the required eligibility criteria to the same extent, a draw decides. The request to participate, together with the required supporting documents and declarations, must be delivered in a sealed envelope with the inscription:

**"Do not open! Application for the participation in the tender for handling operations in the industrial port of Lubmin"**

To be sent to the following address no later than the 21.06.2019 at 12:00pm:

#### **Zweckverband Energie- und Technologiestandort Freesendorf**

Industriehafen Lubmin

Am Hafen 10

17509 Lubmin

After evaluating the requests to participate, the municipal association Energy and Technology Freesendorf will invite at least three candidates to submit an offer and, in the course of negotiation talks, will use objective awarding criteria to select the most suitable bidder. The awarding criteria are shown in section 4 of this document. The offer must be handed in, with the required declarations and attachments, on time in a sealed envelope with the inscription

**"Offer for handling operations in the industrial port of Lubmin"**

to the above-mentioned contact point.

Requests to participate and offers received too late will be excluded from further proceedings.

There will be no reimbursements of the costs incurred by the participants in the process.

## 3.2 Qualifications

The audit will be based on the documents submitted by the bidders. The eligibility criteria, which are mentioned in the following subitem, must be demonstrated by each applicant in his application for participation. If individual (maximum one) of the eligibility criteria listed in the above sections are not already demonstrated in the application for participation, the awarding authority may set a period of grace once to prove all suitability criteria. If more than two eligibility criteria are not met in the application for participation, the applicant is immediately excluded from the further procedure. If an applicant does not comply with one of the selection criteria, even within a set period of grace, the respective candidate will be excluded from the further procedure.

For consortia, proof of eligibility criteria must be provided by each member of the grouping. If subcontractors are appointed to prove their own suitability, proof of fulfillment of the suitability criteria must also be provided for them.

The awarding authority will check the submitted proof of suitability for completeness and accuracy. If the evidence provided cannot prove the suitability of the candidate with regard to one or more eligibility criteria, the awarding authority shall, after due consideration, decide on the exclusion of the candidate from the further procedure.

### 3.2.1 Criteria

The following documents must be enclosed:

1. Completed "Self-disclosure" (Attachment 1);
2. Completed "Self-declaration of suitability" (Attachment 2);
3. Self-declaration on the total turnover of the company (Declaration 1)
4. Self-declaration on the contract-related turnover of the company (Declaration 2)
5. Submission of a list showing the number of works carried out by the applicant with port handling and port development (Declaration 3)
6. A reference list (Declaration 4)

### 3.2.2 Restrictions of the number of participants

The number of participants to be invited to tender/participate is set at a minimum of three and a maximum of five. In the event that the number of candidates exceeds the number of expected participants invited to tender or participate, the contracting entity will make a selection on the basis of the following objective criteria:

1. Amount of the order-related turnover (Declaration 2) 40%
2. Quality and comparability of the work carried out by the tenderer in the area of port handling and port development. (Declaration 3) 60%

### 3.2.3 Submission of a participation application

The application for participation, together with all attachments and declarations, must be submitted by

Date: 21.06.2019; Local time: 12:00 o'clock (noon)

and must meet all the requirements of the contract notice and this accompanying document. Requests to participate must be submitted in a sealed envelope in German or English, signed and marked as

**"Do not open! Application for the participation in the tender for handling operations in the industrial port of Lubmin**

and send to the previously mentioned address.

The deadline, it defined as the moment the applications is received by the awarding authority. Requests to participate in electronic form (e.g. e-mail) will not be considered.

### 3.2.4 Other

There will be no reimbursements of the costs incurred by the participants in the process.

## 4 Award criteria

After the entry contest and the submission of tenders, a new contractor for the transshipment in Lubmin Port will be determined as follows.

The contract will be awarded to the most economical tender on the basis of the following award criteria:

1. Amount of the planned investment	<b>30</b>
2. Amount of the percentage of the fees which are paid to the municipal association	<b>30</b>
3. Quality of the operator concept to be submitted (including financing concept)	<b>40</b>
a. Presentation of the planned use of the area	20
b. Concept for port and hinterland development	20
<b>Total</b>	<b>100</b>

For Award Criterion 3, a rating of between 0 and 5 is awarded, depending on the degree of fulfillment (no information 0, only low compliance with requirements 1, average compliance with requirements 2 - 4, full compliance with requirements 5) and multiplied by the given weighting figure.

In the case of the award criteria 1 and 2, the highest investment sum / highest remuneration receives the rating number 5. The other offers receive the rating number, which corresponds to the ratio of the investment sum / remuneration to the lowest investment amount / remuneration. The rating number is multiplied by the specified weighting number.

## 5 Contact

**For further questions, please send an e-mail to:**

ausschreibung@hafen-lubmin.de

**Sending the documents to (contact point):**

Zweckverband Energie- und Technologiestandort Freesendorf

Industriehafen Lubmin

Am Hafen 10

17509 Lubmin

## 6 Overview Documents

Attachment 1: Self-disclosure

Attachment 2: Self-declaration of suitability

Declaration 1: Self-declaration on the total turnover of the company

Declaration 2: Self-declaration on the contract-related turnover of the company

Declaration 3: Submission of a list showing the number of works carried out by the applicant with port handling and port development. (max 5 pages)

Declaration 4: Reference list