

# Selection of equipment for the Men and Women One Person Dinghy Events

## Part 1: Invitation to tender

### 1. Offer

World Sailing are seeking tenders for equipment to be selected for the Men and Women One Person Dinghy Events, starting at the 2024 Olympic Sailing Competition.

The process and procedure is described in the 'Olympic Equipment Re-evaluation Procedure' document approved by World Sailing's Council on May 15<sup>th</sup> 2018, available online [here](#) and upon request.

As described in Olympic Equipment Re-evaluation Procedure document, World Sailing's Board of Directors will make a recommendation to the Council on whether to retain, evolve or select new equipment for the Events being re-evaluated under this procedure.

Such recommendation will be carried following the review of the tenderers by a Working Party appointed to this invitation to tender. If a decision to evolve or select new Equipment is made, the Equipment Committee and World Sailing's Technical and Offshore Department will then schedule and program "on the water" Equipment selection trials amongst the shortlisted tenderers.

Details of the trial process will be published in due course. The final decision on the Equipment for the 2024 Olympic Sailing Competition will be made by the Council following an Equipment Committee recommendation in 2019.

### 2. Contractual conditions

The tenderer should bear in mind the provisions of the Olympic Classes contract, available upon request, which specifies the rights and obligations of the selected Equipment.

### 3. Costs involved in the process

The tenderer shall be responsible for all costs associated with their submission.

Tenderers shall provide payment of a non-refundable application fee of £200 per application, to cover administration costs deriving from the evaluation of phase 1.

Tenderers requested to attend the "on the water" selection trials shall provide an additional payment of a non-refundable fee of £300.

Such payments must be completed prior to the effective tender deadlines.



Additionally, shortlisted tenderers shall bear the cost of a World Sailing staff member's expenses to inspect the production and/or assembly sites if applicable and any other costs to attend with the proposed Equipment the "on the water" selection trials.

## Part 2: Identification

### 4. Participation

Participation in this tender process is open on equal terms to all natural and legal persons identified as either;

- i. Designers,
- ii. Copyright holders,
- iii. Manufacturers,
- iv. World Sailing Classes,
- v. Any third party which, in the opinion of the Working Party, meets or can meet the criteria established in this document.

### 5. Joint tenders

Those cases where a tender is submitted by a group of economic operators (consortium or grouping) shall be considered as joint tenders. In case of joint tender, all economic operators in a joint tender assume joint liabilities towards World Sailing for the performance of the contract as a whole.

### 6. Subcontracting

Subcontracting is permitted in the tender but the tenderer will retain full liability towards World Sailing. Joint tenders may include subcontractors in addition to the joint tenderers.

Tenderers must give an indication of the part of the services and proportion of the equipment that they intend to subcontract. Tenderers are requested to identify all subcontractors. The change of any subcontractor identified in the tender will be subject to the prior written approval of World Sailing.

### 7. Identification of the tenderer

The tenderer's identification form in Annex 1 shall be filled in and signed by:

- i. Each tenderer (including any member of a consortium or grouping);
- ii. Each Subcontractor whose share of the work is substantial.

The Working Party reserves the right to request any tenderer to submit the filled and signed identification form in Annex 1 of any subcontractor, whose work, in the opinion of the Working Party is substantial, also after the deadline of submitting the tender.

## Part 3: Exclusion of tenders

### 8. Disqualification

A tenderer (and his tender) shall be disqualified where it is determined that there has been an effort by that tenderer to influence the processing of tender submissions or if it is established that such tenderer engaged in illegal, corrupt or fraudulent practices. The decision of the Working Party in this regard shall be final with no right of appeal.

### 9. Risk assessment

A risk analysis shall be performed on all shortlisted tenderers to ascertain if any of the following, as relevant, present an unacceptable risk to World Sailing:

- a) provided content of tender information used for the evaluation;
- b) compliance with World Sailing competition law policy (See Section 12.3);
- c) contract data provided by the tenderer;

For this purpose, the Working Party may request further clarification on any part of shortlisted tenders.

## Part 4: Evaluation of tender

### 10. Evaluation phases

The evaluation is based on the information provided in the 'Olympic Equipment Re-evaluation Procedure'. The evaluation takes place in two phases:

#### Phase 1 steps:

- (1) Selection of tenderers on the basis of Professional Qualification criteria (see section 11);
- (2) Evaluation of tenders on the basis of the Technical Qualification (see section 12);

The results of the evaluation will be put forward to the Board for a selection of the shortlisted tenders. Shortlisted tenderers may amend their tenders for phase 2.

#### Phase 2 steps:

- (1) Evaluation of shortlisted tenderers on the basis of Professional Qualification (see Section 11);
- (2) Visits to production and/or assembly sites for shortlisted tenderers by World Sailing Technical and Offshore Department Staff;
- (3) Evaluation of shortlisted tenders on the basis of the Technical Qualification (See section 12);

The results of the evaluation will be put forward to the Board along with the recommendation of the Working Party. The Board will then make a recommendation to Council on whether to retain the current Equipment (i.e. Laser and Laser Radial), evolve or select new Equipment.

## 11. Professional Qualification (PQ)

Tenderers must prove their economic, financial, technical and professional capacity to supply Equipment as envisioned for a high demand universal dinghy.

### 11.1 Economic and financial capacity criteria and evidence

In order to prove their economic and financial capacity, the tenderer (i.e. in case of joint tender, the combined capacity of all members of the consortium) should provide the following evidence:

- 1) Copy of the profit & loss account for the last three years for which accounts have been closed,  
Failing that:
- 2) Verifiable information to establish financial health of tenderers.

If, for some exceptional reason which World Sailing considers justified, a tenderer is unable to provide one or other of the above documents, he or she may prove his or her economic and financial capacity by any other document which World Sailing considers appropriate. In any case, World Sailing must at least be notified of the exceptional reason and its justification in the tender.

World Sailing reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.

### 11.2 Technical and professional capacity criteria and evidence

Tenderers (in case of a joint tender the combined capacity of all tenderers) must comply with the following:

- 1) The tenderer must prove expertise and experience in the following:
  - a) Staff technical and manufacturing expertise
  - b) High volume distribution and production
  - c) Customer service
  - d) Quality management
  - e) Drafting reports and construction manuals
- 2) The tenderer must prove experience in the fields of boat manufacturing across the whole distribution chain providing details of projects completed in the last 10 years which cover as a whole all the above-mentioned requirements.

## 12. Technical Qualification (TQ)

### 12.1. Equipment Committee criteria

The Equipment criteria shall be as per the 'Equipment Committee Criteria for the re-evaluation of equipment under Regulation 23.6' document approved by Council on May 15<sup>th</sup> 2018 during World Sailing's Mid-Year meeting, available [here](#) and upon request.

### 12.2. Construction and design information

The following should be submitted and will be evaluated against the Equipment Committee Criteria:

- a) Equipment building specification; including hull, hull appendages, sails, and rig,
- b) Construction manual,
- c) General Arrangement,
- d) Sail plan,
- e) Class documents, or draft proposals, (Constitution and Class Rules)
- f) Construction methods,
- g) Required certification methods to race, if any,
- h) Production process,
- i) Weekly maximum delivery capacity,
- j) Warranty Policy and Claim form
- k) Any Brochure or marketing material,
- l) Sustainable and environmental considerations regarding the production process and practices of the manufacturing yards.

### 12.3. Market Criteria, competition law and evidence

- 1) Tenders must comply with World Sailing competition law policy ([here](#)) and international competition law.
- 2) Shortlisted tenderers for Phase 2 will be required to pre-sign the 2024 Olympic Classes Commercial Undertakings (available at request) prior to final recommendation from the Board to the Council.
- 3) Tenderers shall provide information to evaluate the Equipment market situation, particularly if the tendering equipment is:
  - a) Free to be manufactured worldwide without restriction.
  - b) Manufactured by licensed builders free of charge after achieving certain production standards. (Provide number, capacity and location of builders licensed worldwide)
  - c) Manufactured by licensed builders at a cost (Royalty fee) after achieving certain production standards. (Provide Royalty fee, number, capacity and location of builders licensed worldwide)

- d) Manufactured by a list of approved production suppliers selected regularly in competing terms to a technical specification. (Provide number, capacity and location of registered production suppliers)
  - e) Single manufacturer worldwide. Capacity, location and justification of the reason why selecting the monopoly would benefit the consumer and/or the sport.
- 4) Tenderers shall provide information to evaluate;
- a) Any other arrangements limiting competition to the tendering equipment market.
  - b) Intellectual property ownership considerations.
  - c) 5 year history of warranty claims and resolution.
  - d) Ratio of Manufacturing Cost to Retail Price. If available, discounted price for MNAs or high volume orders.

#### 12.4. Cost analysis, retail price and durability criteria

The tenderer must provide an analysis of the cost for production justifying and specifying the breakdown retail price of all equipment including the following:

- All equipment required for racing specifying which, if any, must be supplied from the licensed builder/supplier.
- Price of Equipment required for transportation, and storage.

The tenderer must provide an analysis, where available, of the durability of the Equipment required for racing.

#### 13. Evaluation method

The tenders will be evaluated against the Professional Qualification criteria (PQ), the Technical Qualification criteria (TQ), which includes the comprehensive Equipment Committee Criteria and any other technical or market criteria resulting from the evaluation process that the Working Party decides to incorporate.

The items listed in 12.3 1) & 2) are requirements and must be fulfilled in order to be shortlisted.

Each responsive tender offer may be reduced to a comparative offer and ranked against each other.



## Part 4: Tender content and communications

### 14.Format and Language

The tender shall be presented in English, in Microsoft Word (.docx) format with all text minimum font size of 12. Drawings and pictures may be presented in other formats.

All communications whether written or verbal shall be made in English.

### 15.Content of tender

The tenders must be presented as a single submission composed of the following parts:

- Part A: Identification of the tenderer (see Section 7)
- Part B: Profesional qualification:
  - Economic and financial capacity (see Section 11.1)
  - Technical and professional capacity (see Section 11.2)
- Part C: Technical qualification:
  - Equipment Committee Criteria capacity (see Section 12.1)
  - Construction and design information (see Section 12.2)
- Part D: Market criteria and competition law capacity (see Section 12.3)
- Part E: Cost analysis, retail price and durability criteria (see Section 12.4)

Parts A to E must be clearly identified as such and may be supplied as individual separate documents or combined.

Conscise tenders are encouraged. Overall expected page count circa 50 pages, not accounting for documentation to prove the economic and financial capacity or documents such as CVs, contracts, drawings and class documents.

All submitted information will be treated as confidential.

### 16.Modifications to tenders

Updates or modifications to received tender contents shall only be accepted if received prior to tender effective deadlines.

### 17.Communication and Q&A

All tenders and requested information shall be provided in English and by email to the following address: [carlos.debeltran@sailing.org](mailto:carlos.debeltran@sailing.org)

Any question from a tenderer must be sent by email in English.

Acknowledged and accepted questions will be shared among all remaining tenderers of each phase prior to communicating an answer. Answers will be shared among all remaining tenderers of each phase at the earliest opportunity of the Working Party.

Questions and answers end at the effective submittal deadlines.

## Part 5: Timeline

### 18. Re-evaluation timeline

The timeline of the Re-evaluation for the Olympic Equipment is defined in the Re-evaluation Procedure approved by Council:

Re-evaluation Procedure Board recommendation to Council	11 <sup>th</sup> May 2018
Equipment Committee equipment criteria recommendation to Council	13 <sup>th</sup> May 2018
Council decision on procedure and equipment criteria	15 <sup>th</sup> May 2018
Publication of Invitations to Tender	25 <sup>th</sup> May 2018
<b>Tender closing date*</b>	<b>27<sup>th</sup> June 2018</b>
Documentation review report and initial evaluation to Board	2 <sup>nd</sup> July 2018
Publication of shortlisted tenderers	13 <sup>th</sup> July 2018
Shortlisted tenderers yard visits	13-27 <sup>th</sup> July 2018
<b>Shortlisted improved tender deadline**</b>	<b>3<sup>rd</sup> September 2018</b>
Yard reports and final evaluation to the Board	18 <sup>th</sup> September 2018
Final Board recommendation to Council published	1 <sup>st</sup> October 2018
Council decision on equipment for the re-evaluated events	3 <sup>rd</sup> November 2018
If Council decision is to evolve or select new equipment: equipment trials	No later than 1 <sup>st</sup> September 2019
Equipment recommendation and Council decision	No later than November 2019

\*No tender received after 23:59 British Summer Time (BST) on 27<sup>th</sup> June 2018 shall be accepted.

\*\* No shortlisted improved tender received after 23:59 BST on 3<sup>rd</sup> September 2018 shall be accepted.

## Annex 1: Identification of the Tenderer

### 1. Participation

Each tenderer and subcontractor must complete and sign this identification form. (See Section 7)

#### Identity

Name of the tenderer : \_\_\_\_\_  
 Legal status of the tenderer : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Country : \_\_\_\_\_  
 Registration number : \_\_\_\_\_  
 VAT number : \_\_\_\_\_

#### Address

Address of registered office of tenderer: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

#### Contact Person

Surname : \_\_\_\_\_  
 First name : \_\_\_\_\_  
 Title (e.g. Dr, Mr, Ms) : \_\_\_\_\_  
 Position (e.g. manager) : \_\_\_\_\_  
 Telephone number : \_\_\_\_\_  
 Fax number : \_\_\_\_\_  
 E-mail address : \_\_\_\_\_

#### Legal Representatives

Names and function of legal representatives and of other representatives of the tenderer who are authorised to sign contracts with third parties:

\_\_\_\_\_  
 \_\_\_\_\_

#### Declaration by an authorised representative of the organisation

I, the undersigned, certify that the information given in this tender is correct and that the tender is valid.

Surname : \_\_\_\_\_  
 First name : \_\_\_\_\_  
 Signature : \_\_\_\_\_