



**REQUEST FOR
QUOTATION**

**for the supply of
Cricket Balls for
use in
Cricket Leinster
Competitions
2019**

**Issued
9/1/2019**

1. Cricket Leinster invites quotations to this request for quotations from economic operators (“Quoters”) for the supply of cricket balls as described in Appendix 1.
2. In summary, the Goods comprise: Suitable quality and specification Cricket Balls for use in Cricket Matches played under the auspices of Cricket Leinster
3. While every effort has been made to provide comprehensive and accurate information in all notices and documents prepared for the purposes of this Competition, the Contracting Authority does not accept any liability or provide any express or implied warranty in respect of any such information. Quoters must form their own conclusions about the solution needed to meet the requirements set out in this RFQ and may wish to consult their legal advisers
4. The Contracting Authority does not bind itself to accept the lowest priced or any quotation.
5. This RFQ does not constitute an offer or commitment to enter into a Goods Contract.
6. No contractual rights in relation to the Contracting Authority will exist unless and until a formal written Goods Contract has been executed by or on behalf of the Contracting Authority.
7. Any notification of preferred bidder status by the Contracting Authority shall not give rise to any enforceable rights by the Tenderer.
8. The award of a Goods Contract does not confer exclusivity on the successful Quoter.
9. The Contracting Authority may cancel this Competition (or, for the avoidance of individual Lot) at any time prior to a formal written Goods Contract being executed by or on behalf of the Contracting Authority.
10. This RFT supersedes and replaces any and all previous documentation, communications and correspondence between the Contracting Authority and Quoters, and Quoters should place no reliance on such previous documentation and correspondence.
11. Quotations must be delivered by email to kevin.gallagher@cricketleinster.ie. Quotations submitted by any other means will NOT be accepted.
12. Tenders must be received not later than 12 noon on 25/01/2019 (the “Quotation Deadline”). Quotations that are received late WILL NOT be considered in this

Competition. Quotations must be submitted in English.

13. All quotations must be compiled such that they can be read immediately for example using a PDF reader. The Contracting Authority is not responsible for corruption in electronic documents. Quoters must ensure electronic documents are not corrupt.
14. All queries relating to any aspect of this Competition or of this RFQ must be directed to kevin.gallagher@cricketleinster.ie. Queries will be accepted no later than 12 noon on 15/01/2019 unless otherwise published by the Contracting Authority. For the avoidance of doubt, Quoters may not contact the Contracting Authority directly regarding any aspect of this Competition.
15. All costs and expenses incurred by Quoters relating to their participation in this Competition including, but not being limited to, site visits, field trials, demonstrations and/or presentations shall be borne by and are a matter for discharge by the Quoters exclusively.
16. Without prejudice to the generality of paragraph 15, all costs and expenses relating to the supply of samples for purposes of tendering and their return after evaluation or participation in field trials (if any) will be borne exclusively by the Quoters.
17. All documentation, drawings, data, statistics, information, patterns, samples or material disclosed or furnished by the Contracting Authority to quoters during the course of this Competition:
 - a. are furnished for the sole purpose of replying to this RFQ only;
 - b. may not be used, communicated, reproduced or published for any other purpose without the prior written permission of the Contracting Authority;
 - c. shall be treated as confidential by the Tenderer and by any third parties (including subcontractors) engaged or consulted by the Tenderer; and
 - d. must be returned immediately to the Contracting Authority upon cancellation or completion of this Competition if so requested by the Contracting Authority.
18. PRICING – All Quoters must complete the Pricing Schedule at Appendix 2 to this RFT.
19. All prices quoted must be all-inclusive (i.e. including but not being limited to shipping, packaging, delivery, ancillary costs and all other costs/expenses), be expressed in Euro only and exclusive of VAT. The VAT rate(s) where applicable should be indicated separately.

20. Tenderers must confirm that all prices quoted in the Tender will remain valid for 6 months commencing from the Tender Deadline.
21. Any currency variations occurring over the term of the Goods Contract shall be borne by the Tenderer.
22. PUBLICITY – No publicity regarding this Competition or any Goods Contract pursuant to this Competition is permitted unless and until the Contracting Authority has given its prior written consent to the relevant communication.
23. ANTI-COMPETITIVE CONDUCT – Quoters attention is drawn to the Competition Act 2002 (as amended, the “2002 Act”). The 2002 Act makes it a criminal offence for Tenderers to collude on prices or terms in a public procurement competition.
24. TAX CLEARANCE – It will be a condition of any Goods Contract pursuant to this Competition that the successful Tenderer(s) shall, for the term of such contract(s), comply with all EU and domestic tax laws. Tenderers are referred to www.revenue.ie for further information. Prior to the award of any Goods Contract arising out of this Competition, the successful Quoter shall be required to supply its Tax Clearance Access Number and Tax Reference Number to facilitate online verification of their tax status by the Contracting Authority. By supplying these numbers the successful Tenderer acknowledges and agrees that the Contracting Authority has the permission of the successful Tenderer to verify its tax cleared position online.
25. CONFLICTS OF INTEREST – Any conflict of interest or potential conflict of interest on the part of a Quoter, Subcontractor or individual employee(s) or agent(s) of a Quoter or Subcontractors(s) must be fully disclosed to the Contracting Authority as soon as the conflict or potential conflict is or becomes apparent. In the event of any actual or potential conflict of interest, the Contracting Authority may invite Quoter to propose means by which the conflict of interest might be removed. The Contracting Authority will, at its absolute discretion, decide on the appropriate course of action, which may in appropriate circumstances include eliminating a Quoter from this Competition or terminating any Goods Contract entered into by a Quoter.
26. SAMPLES – Suppliers intending to submit a quotation are required to deliver free of charge samples as follows:
 - a. At least one (1 no) of each type of cricket ball being proposed for use under this RFT should be delivered to the Cricket Leinster Office at 13 Sandyford Office Park, Blackthorn Avenue, Dublin, D18 PY90, Ireland.
 - b. Samples provided should be clearly marked to identify under which Lot

- they are being proposed.
- c. These should be delivered before 12 noon on 15/01/2019.
 - d. The Quoter will be responsible for the insurance and transportation of samples

27. AWARD CRITERIA – The Goods Contract will be awarded on the basis of the most economically advantageous tender(s) as identified in accordance with the following criteria:

Award Criteria	Weightings	Award Criteria Factors considered will include but is not limited to
Ultimate Cost	70%	See details under scoring methodology below
Sponsorship Proposition	15%	See details under scoring methodology below
Quality / Value Added Proposition	15%	See details under scoring methodology below
Product Specification and Suitability	Pass/Fail	See details under scoring methodology below

Appendix 1: Requirements and Specifications

28. Tenderers must address each of the issues and requirements in this part of the RFT and submit a detailed description in each case which demonstrates how these issues and requirements will be dealt with / met and their approach to the proposed delivery of the Goods.

29. Ultimate Cost (70%)

- a) All costs should be detailed in the table listed in Appendix 2. Quoters must complete their cost proposals outlining in detail their cost proposal for the provision, supply and delivery of cricket balls for Cricket Leinster. The total cost over the duration of the contract will be considered.
- b) Quoters must confirm that they are responsible for the delivery of goods within the contract on the basis of a fixed price agreement set at the beginning of the contract. Prices quoted cannot be increased during the duration of the contract.
- c) All prices quoted must be all-inclusive (including but not limited to shipping, packaging, delivery, ancillary cost, and all other costs/expenses). Prices must be quoted in Euro (€) and clearly identified as exclusive of VAT. The VAT rate should be included separately.
- d) The marks awarded for cost will be established by lowest tendered cost. The highest mark is assigned to the tender with the lowest cost and which is deemed to meet the minimum requirements identified in these documents. The score assigned for cost, for all other tenderers, is calculated pro rata in relation to this score. This 'Cost' mark is then added to the mark achieved by the same tender non-cost criteria to establish the total tender score for that proposal. The contract award decision will be based on the most economically advantageous tender proposal to the CA and not necessarily the lowest cost.
- e) The expected usage figures for cricket balls is outlined in the table in Appendix 2. Exact requirements for quantities of cricket balls are subject to change.
- f) The CA retains the right to withhold payment where a contractor has failed to meet his/her contractual obligations in relation to delivery of services to an acceptable level of quality.
- g) Please indicate what, if any action that will be taken in the event of a downward movement in the market price of your product.
- h) Any currency variations occurring over the term of the contract will be borne by the Quoter.

30. Sponsorship Proposition (15%)

Quoters are requested to outline their sponsorship proposition. This proposition should demonstrate knowledge of the cricket landscape in Leinster and Ireland. Quoters should indicate expected financial equivalency of their proposition in detail.

The Cricket Leinster Procurement Evaluation group will allocate relative marks on the basis of their consideration of the proposition in alignment with the following

structure:

Tender Evaluation Methodology	
Assessment	Score
Excellent	100%
Good	80%
Acceptable	60%
Limited	40%
Inadequate	20%
Not Eligible for Consideration	0%

31. Quality / Value Added Proposition (15%)

- a) Quoters are requested to outline the quality and suitability of the products being proposed. This should include examples of previous use in cricket in Ireland or elsewhere. Quoters should outline the order process proposal and in particular delivery timeframes and logistics.
- b) Quoters should outline any potential proposition to add value from their offering to cricket in Leinster. Any factor which the Quoter believes would add optimisation efficiencies would be considered.
- c) The Cricket Leinster Procurement Evaluation group will allocate relative marks on the basis of their consideration of the proposition in alignment with the following structure:

Tender Evaluation Methodology	
Assessment	Score
Excellent	100%
Good	80%
Acceptable	60%
Limited	40%
Inadequate	20%
Not Eligible for Consideration	0%

32. Product Specification and Suitability (Pass/Fail)

- a) Quoters should outline the specifications and suitability of their proposed products with specific reference to previous usage in cricket in Ireland and suitability for various grades of cricket, e.g. Premier League
- b) Cricket Balls must be four-quartered and adhere to Law 4 of the Laws of Cricket, including but not limited to the following specifications:

Description	Weight
Men's 5.5 oz	Not less than 5.5 ounces/155.9 g, nor more than 5.75 ounces/163 g Not less than 8.81 in/22.4 cm, nor more than 9 in/22.9 cm in circumference
Women's 4.94oz	Not less than 4.94 ounces/140g, not more than 5.31 ounces/151g Not less than 8.25 in/21.0 cm to 8.88 in/22.5 cm in circumference

33. The Cricket Leinster Procurement Evaluation group will allocate relative marks on the basis of their consideration of the proposition in alignment with the following structure:

Tender Evaluation Methodology	Score
Assessment	Score
Excellent	100%
Good	80%
Acceptable	60%
Limited	40%
Inadequate	20%
Not Eligible for Consideration	0%

Appendix 2: Pricing Schedule

34. Quoters are asked to include the following table in their submission. The table should be completed fully. Quoters must submit a rate for **ALL** lots.

Lot	Description	Colour	Indicative Quantity	Price Per Item	Order Quantity (e.g. Box of 6)	Discount (%)	VAT Rate (%)	Final Rate (Price less Discount plus VAT)
1	Mens 5.5oz	Red	900	€				
2	Mens 5.5oz	White	250	€				
3	Mens 5.5oz	Pink	40	€				
4	Womens 4.94oz	Pink	200	€				
5	Womens 4.94oz	White	90	€				