



MALTESE OLYMPIC COMMITTEE

Expression of Interest

Provision of Transport Services for the Games of Small States of Europe 28th May- 4th June 2023

EOI : Ref GSSE Malta 2023/03

This document, can either be downloaded from <https://nocmalta.org/gsse-2023-expression-of-interest-transport-attire> or collected free of charge from the Maltese Olympic Committee Offices or sent to you via e-mail upon a formal request sent to info@gssemalta2023.mt

For any clarification, please contact the MOC via email on info@gssemalta2023.mt

Offers, together with supporting documentation, must reach the Maltese Olympic Committee Offices via email on info@gssemalta2023.mt



Contents

1. Scope	3
2. Timetable	3
3. Clarifications	3
4. Eligibility Criteria	4
5. Delays in Execution	4
6. Requirements and Minimum Specifications	5
7. Assumptions and risks	10
8. Agreement and Duration	10
9. Submission of Documents	11
10. Selection and Award	11
11. Payment	11
12. Pricing Strategy.....	12



1. Scope

Malta shall be hosting the Games of Small States of Europe between 28 May and 04 June 2023, which event shall be organised by the Maltese Olympic Committee (MOC). For this event, the participation of approximately one thousand two hundred (1200) athletes and officials across nine (9) states and over ten (10) different sport is forecasted.

The subject of this Expression of Interest is the provision of transport services in an efficient and timely manner for the Games of the Small States of Europe between 28th May and 4th June using low emission vehicles.

2. Timetable

	DATE	TIME
Date of Issue of this Expression of Interest	03/05/2022	
Clarification Meeting at the Maltese Olympic Committee (MOC) Offices at the National Swimming Pool Complex, Maria Teresa Spinelli Street, Gzira:	09/05/2022	11.00am
Deadline for request for any additional information from the Maltese Olympic Committee (MOC):	16/05/2022	
Last date on which additional information can be issued by the MOC	20/05/2022	
Deadline for Submission of Offers	15/06/2022	10.00am
Offer Opening Session	15/06/2022	11.00am

* All times Central European Time (CET)

3. Clarifications

- a) A clarification meeting is to be held at the Maltese Olympic Committee Offices at the National Swimming Pool Complex, Maria Teresa Spinelli Street, Gzira on Monday 09th May 2022 at 11.00am. In order to attend this meeting, one must register by sending an email to info@gssemalta2023.mt by 11.59pm of Friday 06th May 2022.
- b) Further clarification requests can be sent on info@gssemalta2023.mt as per timetable above.



4. Eligibility Criteria

In order to be considered eligible for the award of this Expression of Interest, operators must provide evidence that they meet or exceed certain minimum criteria described hereunder.

- a) A Confirmation that the bidder and any sub-contractors (if any) engaged throughout the execution of the contract do not fall under the any of the grounds listed under Part VI of LN352/2016 concerning exclusion grounds including blacklisting.
- b) EURO IV Standards or equivalent as per Article 6 iii

5. Delays in Execution

The contractor will incur a penalty equivalent to 100 hundred Euros (€100) for each circumstance during the contract period where the service requested by the Contracting Authority is provided late by more than thirty (30) minutes and two hundred and fifty Euros (€250) if the service is not provided as and when requested. The penalties apply for each vehicle separately. The Contractor will be notified in writing of his failure to meet contractual obligations and penalties shall be deducted from pending invoices.

Late is defined as follows: When the vehicle arrives at the designated location more than half an hour past the time ETA (established time of arrival). ETA will be established on signing of contract or as advised by the chairperson of the transport sub-committee for the GSSE.

The Contracting Authority reserves the right to stop any payment/s from taking place if the Contractor is in breach of any conditions of the contract. Any penalties incurred by the Contractor shall be deducted from the total bills due.



6. Requirements and Minimum Specifications

The below transport schedules are only approximate and serve only as a reference of the approximate amount and type of trips needed. Further details will be given to the selected bidder closer to the date of required services.

a) Transport Schedule - Airport Transfers (approximately 19 buses)

- From Airport to Bugibba area

Country	No of Pax	Transport
Andorra	48	1 Bus
Cyprus	141	3 Buses
Iceland	120	3 Buses
Liechtenstein	44	1 Bus
Luxembourg	149	3 Buses
Monaco	121	3 Buses
Montenegro	147	3 Buses
San Marino	68	2 Buses

b) Transport Schedule - Opening and Closing Ceremonies - pick up and return (approximately 25 buses)

- From Bugibba Area (Maltese contingent from Kappara) to Marsa

Country	No of Pax	Transport
Andorra	48	1 Bus
Cyprus	141	3 Buses
Iceland	120	3 Buses
Liechtenstein	44	1 Bus
Luxembourg	149	3 Buses
Monaco	121	3 Buses
Montenegro	147	3 Buses
San Marino	68	2 Buses
Malta	300	6 Buses



c) Transport Schedule - Circular Buses (approximately) - 10 buses

VENUES:

Athletics - Matthew Micallef St John Stadium, MARSA
 Basketball - Ta' Qali Basketball Pavillion, TA' QALI
 Basketball 3x3 - Ta' Qali Basketball Pavillion, TA' QALI
 Judo - National Sports' School, PEMBROKE
 Rugby - Tony Bezzina Stadium, PAOLA
 Sailing - Mistra Bay
 Shooting (Trap) - Ta' Kandja Shooting Range, SIGGIEWI
 Shooting (Target) - Bidnija Shooting Range l/o Mosta
 Squash - Squash Courts Marsa Grounds, MARSA
 Swimming - National Swimming Pool Complex, GZIRA
 Table-Tennis - University Sports Hall, GZIRA
 Tennis - New Hard Court, PEMBROKE

Circular Bus A	BASKETBALL - SHOOTING [Trap]																		
Bugibba	08:00	08:30	09:00	10:00	10:30	11:00	12:00	12:30	13:00	14:00	14:30	15:00	16:00	17:00	18:00	18:30	19:00	19:30	
Ta' Qali	08:30	09:00	09:30	10:30	11:00	11:30	12:30	13:00	13:30	14:30	15:00	15:30	16:30	17:30	18:30	19:00	19:30	20:00	
Ta' Kandja	09:00	09:30	10:00	11:00	11:30	12:00	13:00	13:30	14:00	15:00	15:30	16:00	17:00	18:00	19:00	19:30	20:00	20:30	
Ta' Qali	09:30	10:00	10:30	11:30	12:00	12:30	13:30	14:00	14:30	15:30	16:00	16:30	17:30	18:30	19:30	20:00	20:30	21:00	
Bugibba	Final Stop																		
3 buses																			
Bugibba	20:00	20:30	21:00																
Ta' Qali	20:30	21:00	21:30																
Ta' Kandja	21:00	21:30	22:00																
Ta' Qali	21:30	22:00	22:30																
Bugibba	Final Stop																		

Circular Bus B	ATHLETICS - SQUASH - RUGBY - SHOOTING [Target]																	
Bugibba	08:45	09:15	09:45	10:15	11:00	11:30	12:00	13:00	13:30	14:00	14:30	15:00	16:00	16:30	17:00	17:30	18:30	19:00
Marsa	09:30	10:00	10:30	11:00	11:30	12:00	12:30	13:30	14:00	14:30	15:15	15:45	16:45	17:15	17:45	18:15	19:15	19:45
Corradino T.B.S.	09:45	10:15	10:45	11:15	11:45	12:15	12:45	13:45	14:15	14:45	15:30	16:00	17:00	17:30	18:00	18:30	19:30	20:00
Cottonera S.C.	10:00	10:30	11:00	11:30	12:00	12:30	13:00	14:00	14:45	15:00	15:45	16:15	17:15	17:45	18:15	18:45	19:45	20:15
Marsa	10:30	11:00	11:30	12:00	12:30	13:00	13:30	14:30	15:15	15:30	16:15	16:45	17:45	18:15	18:45	19:15	20:15	20:45
Bugibba	Final Stop																	
4 buses																		

Circular Bus C	TENNIS - JUDO - SWIMMING - TABLE TENNIS																	
Bugibba	09:15	09:45	10:15	10:45	13:15	13:45	14:15	15:15	15:45	16:15	16:45	17:15	17:45	18:15	18:45	19:45	20:45	21:45
Pembroke	09:45	10:15	10:45	11:15	13:45	14:15	14:45	15:45	16:15	16:45	17:15	17:45	18:15	18:45	19:15	20:15	21:15	22:15
Univ. Sports Comp	10:15	10:45	11:15	12:45	14:15	14:45	15:15	16:15	16:45	17:15	17:45	18:15	18:45	19:15	19:45	20:45	21:45	22:45
Valletta	10:40	11:10	11:40	13:10	14:40	15:10	15:40	16:40	17:10	17:40	18:10	18:40	19:10	19:40	20:10	21:10	22:10	23:10
Bugibba	Final Stop																	
3 buses																		



- d) Transport Schedule - Point to Point Transport
- From Kappara to Venue for the Maltese contingent
 - From Hotel (Bugibba area) to Venue for the remaining 8 contingents.
 - Times, dates and number of trips needed to be confirmed once games' programme is issued
- e) Transport Schedule - Match Officials Transport
- From Hotel to Venue (similar to above)
 - Times, dates and number of trips needed to be confirmed once games' programme is issued
- f) Van / Minivan for each team
- Cost for Renting Van only - to be driven by volunteers
 - Cost for having van and driver available with the team
- g) VIP / Dignitary Transport
- Cost for Renting Car only - to be driven by volunteers / delegation members
 - Cost for renting car and have chauffer services
- h) A 53-seater coach on standby at Bugibba departure point [duration 8 hours] + overtime rate per hour.
- i) Service Provider shall supply all the required service himself and not sub-contract any of the services required

Other requirements

- i) Minimum Seating Capacity:
- Taxi : 1-4 pax
 - Van : 7-seater
 - Minibus : 14-seater
 - Minibus : 20-seater
 - Coach : 36-seater
 - Bus @ 50-seater
 - Luggage Van
- ii) A person [dispatcher] from the Winning Bidder must supervise that buses/coaches arrive and depart on time. The dispatcher must be situated at Bugibba pick up / drop off point for the duration of the Games.



- iii) All vehicles used in carrying out the service must have engines meeting EURO IV standards, according to EC Directive 2005/55 /EC. Where vehicles are not certified as EURO IV, but technical after-treatment has achieved the same standard, this should be documented in the tender application.

Verification: The bidder must provide the technical sheets of the vehicles where emission standards are defined. For those vehicles where technical upgrade has achieved EURO IV standard the measures must be documented and included in the tender application, and this must be approved by a credible third party.

- iv) All vehicles used under this contract are to be road worthy (VRT certified), be insured, have a valid road license, and licenced to operate such services.
- v) All Vehicles used under this contract shall be fully air-conditioned.
- vi) Minibuses and Buses should have a sticker affixed indicating the following information:
- Vehicle registration Number
 - Registered owner
 - Operator's licence number
 - Passenger Capacity
 - An official contact telephone number to be used in cases of emergency
- vii) Minibuses and Buses should be equipped with the following:
- Fire extinguisher/s
 - Security/warning triangles
 - Security Hammer
 - First Aid Kit
- viii) All vehicles shall have seatbelts installed on all their seats
- ix) Drivers
- The successful contractor shall provide all the personnel possessing the necessary attitude, and ability to speak Maltese and English language to perform the service to the required standard and as approved by the Contracting Authority.
 - Drivers of vehicles shall be in possession of a valid Driving Licence, and Driver's Permit and Tag as applicable for this service. Drivers must wear the tag whilst providing the service.
 - Drivers should be always properly dressed and behave correctly when they are in service. Official Games' Uniforms might be provided by the Contracting Authority. Should this be the case, drivers must wear such uniforms.
 - Smoking is prohibited.
 - Even though delegations will be asked to have an accompanying adult with any minors using transport, it is the responsibility and liability of the service provider to ensure that both service provider and drivers have POMA (Protection of Minors Act) certification.



- The Contracting Authority reserves the right to instruct the Contractor not to use specific driver/s who in the opinion of the Games' Transport Co-Ordinator is/are not considered suitable for such particular service. Failure by the Contractor to replace said driver will lead to a breach of contract and the Contracting Authority may at its discretion consider itself free from its obligations arising out of the contract.
- x) The contractor shall indicate all available means of communication in the form of telephone number/s and mobile phone number/s. Any recurrent difficulty in the Contracting Authority's ability to communicate efficiently with the contractor whenever necessary may result in the termination of the contract.
- xi) Hours of work
- The Contractor binds himself to have any transport required at hand and available at the place required at a maximum of one (1) hour notice from the Coordinator. The Contractor is obliged to have replacement vehicles on hand for any unforeseen requirements.
 - If the Contractor fails to provide such transport, as and when required, the coordinator shall be empowered to hire transport from any other source available, and any extra expense incurred above the contract rates shall be paid by the Contractor to the Contracting Authority or deducted by the Contracting Authority for any amount due, as the Contracting Authority may decide. The Contracting Authority may also, at its discretion, consider itself free from its obligations arising out of the contract
 - Given the nature of the events, punctuality from all pick-up points and continuous availability of the required vehicle and driver presence are vital. Any default will automatically result in a delay fine payable to the Contracting Authority.
- xii) Quality of Service
- The Service Provider is required at all times to perform the service in accordance with the highest professional standard of efficiency and courtesy.
 - The Service Provider must make sure that when honouring the commitments of this tender, no other commitments shall be taken during the time of commitment by the designated drivers.
 - In Particular, vehicles are requested to make use of proper designated parking and final destination is indicated by the Organising Committee representatives.
 - All vehicles provided under the contract must be in mint condition, clean, licensed and in good mechanical working order. The Contractor shall replace any vehicles whenever the Contracting Authority considers this necessary.



xiii) Other

- Any fines and/or Court costs for parking, traffic or other offences are to be paid by the Contractor.
- The Contracting Authority shall not be responsible for any mechanical, electrical or maintenance services required on the vehicles arising from the usage for rendering the requested services.
- The Contractor shall be responsible for ensuring that the vehicles provided and the drivers of the vehicles comply in all respects with the Motor Transport Regulations.
- For the purpose of these services, the Contractor shall use only duly licensed vehicles by the Commissioner of Police and conform to all prevailing laws and regulations.
- The Contracting Authority reserves the right to amend the number of vehicles required at the same price of the financial bid.
- The Contracting Authority reserves the right to wrap the vehicles with games' wrapping for the duration of the games.
- Service providers must make sure that they are covered by a Professional Liability Insurance

7. Assumptions and risks

- a) It is being assumed that the Contracting Authority expects that the Service Provider has knowhow in the organisation of such services, being the transport of persons.
- b) It is being assumed that the Service Provider has the necessary personnel required to support the organisation in the provision of transport services
- c) It is being assumed that the Economic operator shall only make use of vehicle/s which have been certified as Road worthy, have the necessary licence to be driven on the road, and properly insured.
- d) The risk pertaining to the contract is the continuous availability of carriage services, as and when required, by the Contracting Authority during the contract period. This shall include transport services in particular peak times.

8. Agreement and Duration

The Maltese Olympic Committee shall enter into agreement with the selected bidder/s for the use of transport services as per given dates including the possibility of adding additional days prior and after the event. The MOC may enter into multiple agreements with multiple service providers in order to meet the requirements of this international event.

The use of the transport services shall be made for the duration of the whole event.



9. Submission of Documents

Interested transport service operators are expected to submit their interest by the deadline date as stipulated in the Timetable in Paragraph 2. Offers submitted after the closing date and time shall not be considered.

The offer should contain a full proposal, with the following minimum details

- Details of the company
- Pricing strategy, meeting as minimum the requested details as per article 12
- Information on Payment terms and Cancellation fees
- Other details / conditions which may be deemed appropriate by the Transport Service Operator/consortium, and which shall be forming part of the contract

10. Selection and Award

Final selection will be made by the MOC according to the details received from the bidders and will be taking into consideration the minimum requirements set by the MOC, quality, experience and pricing. Service providers are requested to fill the pricing strategy in Article 12 in full.

The MOC reserves the right to enter into multiple agreements, and this contract is not exclusive for all the participants of this event.

The MOC reserves the right not to enter into agreement with the cheapest offer or any of the offers received.

11. Payment

This is a fee-based contract.

Payments will be affected on presentation of an original and valid invoice from the Contractor which shall list all details of trips performed according to payment terms as set on the signing of the Contract.

The Contractor is required to complete a trip log sheet for each trip performed, which logsheet shall be provided by the GSSE Sub-Committee for Transport.

Payments shall be executed only if the Contractor has fulfilled all contracts obligations in a satisfactory manner by the date on which the invoice is submitted.

If service is requested from another economic operator because of default of the Contractor, extra charges incurred by the Contracting Authority shall be deducted from the Contractor's invoice.



12. Pricing Strategy (to be filled in full)

	Taxi	Van	Mini bus	Mini Bus	Coach	Coach	Luggage Van
	1 - 4 pax	7 seater	14 seater	20 seater	36 seater	53 seater	
Airport Transfer (Arrival / Departure Bugibba) Cost of one way trip							
Opening Ceremony (from Bugibba to Marsa) Cost of two way trip							
Opening Ceremony (from Kappara to Marsa) Cost of two way trip							
Closing Ceremony (from Bugibba to Marsa) Cost of two way trip							
Closing Ceremony (from Kappara to Marsa) Cost of two way trip							
Circular Bus - Route A Cost of 1 Circular Trip							
Circular Bus - Route B Cost of 1 Circular Trip							
Circular Bus - Route C Cost of 1 Circular Trip							

* price shall include VAT and all other taxes



	Taxi	Van	Mini bus	Mini Bus	Coach	Coach
	1 - 4 pax	7 seater	14 seater	20 seater	36 seater	53 seater
Point to Point Transfer (Bugibba to Marsa) Cost of one way trip						
Point to Point Transfer (Bugibba to Ta' Qali) Cost of one way trip						
Point to Point Transfer (Bugibba to Pembroke) Cost of one way trip						
Point to Point Transfer (Bugibba to Paola) Cost of one way trip						
Point to Point Transfer (Bugibba to Mistra Bay) Cost of one way trip						
Point to Point Transfer (Bugibba to Siggiewi) Cost of one way trip						
Point to Point Transfer (Bugibba to Bidnija) Cost of one way trip						
Point to Point Transfer (Bugibba to Gzira) Cost of one way trip						

* price shall include VAT and all other taxes



	Taxi	Van	Mini bus	Mini Bus	Coach	Coach
	1 - 4 pax	7 seater	14 seater	20 seater	36 seater	53 seater
Point to Point Transfer (Kappara to Marsa) Cost of one way trip						
Point to Point Transfer (Kappara to Ta' Qali) Cost of one way trip						
Point to Point Transfer (Kappara to Pembroke) Cost of one way trip						
Point to Point Transfer (Kappara to Paola) Cost of one way trip						
Point to Point Transfer (Kappara to Mistra Bay) Cost of one way trip						
Point to Point Transfer (Kappara to Siggiewi) Cost of one way trip						
Point to Point Transfer (Kappara to Bidnija) Cost of one way trip						
Point to Point Transfer (Kappara to Gzira) Cost of one way trip						
Match Officials	Same as per point to point transfer					

* price shall include VAT and all other taxes



	Taxi	Van	Mini bus	Mini Bus	Coach	Coach
	1 - 4 pax	7 seater	14 seater	20 seater	36 seater	53 seater
Van / Mini van for each team (including driver) Cost per day						
Van / Mini van for each team (excluding driver) Cost per day						
VIP / Dignitary Car (including chauffer) Cost per day						
VIP / Dignitary Car (excluding chauffer) Cost per day						
Standby Vehicle [duration 4hrs]						
Standby Vehicle [duration 8hrs]						

* price shall include VAT and all other taxes