

Notice Number MCST 08/2009
Closing Date **12:00 hours on 17th July 2009**
Date of Publication 26th June 2009

**Provision of Science Exhibits Supplies
(ESF Science Popularisation Campaign)
to the Malta Council for Science and Technology**

Invitation to Tender

June 2009

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01. Introduction

01.1 Objective

The Malta Council for Science and Technology (MCST) invites suppliers to submit offers for the provision of audiovisual material and hands-on, interactive, scientific exhibits to form part of MCST's Science Popularisation Campaign.

This Tender incorporates three lots and Tenderers are invited to submit bids for one or more lots. Further details regarding the required supplies and technical specifications are provided in Section 2 - 5 of this document.

01.2 Contracting Authority

The contact details for matters relating to this ITT are as follows:

Project Leader ESF,
Malta Council for Science and Technology
Villa Bighi, Bighi KKR 1320
Malta
Telephone: +356 2360 2118
Fax: +356 2360 2140

01.3 MCST Rights and Reservations

The Malta Council for Science and Technology:

1. reserves the right to cancel this ITT process without incurring any penalty or cost;
2. may, at its own discretion, decide not to select any proposal or not to award any contract even the most advantageous offer;
3. reserves the right not to consider offers that have missing mandatory information;
4. may disqualify the Tenderer if it does not abide by the instructions in this document.

01.4 Clarifications and Addenda

1. A Tenderer requiring clarification or interpretations of the ITT document should do so in writing. The written request should reach The Project Leader, MCST at least four (4) days prior to the closing date of receipt of the Tenders. Any request after this date will not be accepted.
2. Any interpretations, corrections or changes to the ITT document by the Project Leader, MCST, will be made by official addenda. Interpretations, corrections or changes made in any other manner will not be valid, and Tenderers shall not rely upon such interpretations, corrections and changes.
3. No addenda shall be issued later than six (6) days prior to the last date of receipt of responses with the exception of an addendum postponing the closing date of receipt of responses or notice of withdrawal of this ITT.
4. Each Tenderer shall ascertain, prior to submitting the response, that he or she has received all addenda issued and shall acknowledge their receipt in his or her response.

Clarifications and addenda will be notified through the website: <http://www.mcst.gov.mt>.

01.5 Eligibility

1. Participation in tendering is open on equal terms to all natural and legal persons of the Member States of the European Union, the beneficiary country and any other country in accordance with Article 68 of LN177/2005. All works, supplies and services must originate in one or more of these countries.
2. These terms refer to all nationals of the said states and to all legal entities, companies or partnerships constituted under, and governed by, the civil, commercial or public law of such

states and having their statutory office, central administration or principal place of business there. A legal entity, company or partnership having only its statutory office there, must be engaged in an activity which has an effective and continuous link with the economy of the state concerned. Tenderers must provide evidence of their status.

3. These rules apply to:
 - Tenderers
 - members of a consortium
 - any subcontractors.

01.6 Response

Interested Tenderers are requested to submit their responses using the forms in Appendix C, D or E according to the lot they are tendering for. Incomplete or incorrectly filled in forms will be disqualified.

01.7 Submissions

Each submission must be presented in the form of **one** (1) printed copy. Information supplied by the Tenderer in response to this Tender will be treated as confidential and all materials provided by the Tenderer are non-returnable.

The closing date and time for the submission of responses to this Invitation to Tender (ITT) is **12:00 hours (noon)** Malta time on **Friday 17th July 2009**. Tenderers have the option of sending their offer electronically to rachael.blackburn@gov.mt with **Provision of Science Exhibits (ESF Science Popularisation Campaign) in the subject field**. Responses and any related supplementary information are to be drawn up in English ONLY and should be clearly marked:

**Provision of Science Exhibits
(ESF Science Popularisation Campaign) to MCST – MCST 08/2009.**

The submissions are to be deposited in the Tender box between the hours of 09:00 and 17:00 at the address indicated above. Late submissions will not be considered.

01.8 Grounds for Disqualification

The MCST may at its discretion disqualify a submission on one or more of the following grounds. If the Tenderer:

- a) is bankrupt, or whose affairs are being administered by the court, who has entered into an arrangement with creditors or who has suspended business activities or who is in any analogous situation arising from a similar procedure under national laws and regulations;
- b) is the subject of proceedings for a declaration of bankruptcy, or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws or regulations;
- c) has been convicted of an offence concerning his professional conduct by a judgement which has the force of *res judicata*;
- d) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of Malta or the country in which he is resident;
- e) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of Malta or the country in which he is resident;
- f) has been declared guilty of grave professional misconduct proven by any means which the Department of Contracts deems conclusive;
- g) is guilty of misrepresentation in supplying the information required under this contract notice.

01.9 Confidentiality of Procedure

The entire evaluation procedure is confidential. The Evaluation Committee's decisions are collective and its deliberations are held in closed session. The members of the Evaluation Committee are bound to secrecy.

The evaluation reports and written records, in particular, are for official use only and may not be communicated neither to the Tenderers nor to any party other than the Central Government Authority, the Commission, the European Anti-Fraud Office and the European Court of Auditors.

01.10 Publication of Results

Once the MCST Chairman approves the recommendations made by the Evaluation Committee, the MCST will advise all Tenderers of the result of the evaluation, and will issue a notice and affix an advertisement at its premises, indicating the awarded public contract, the financial aspect of the award and the name of the successful Bidder.

In line with Public Contracts Regulations, a period of three working days shall be allowed to provide for any possible appeals to be made before the next stage of the process can be proceeded with.

01.11 Right of Recourse

This ITT is being published and awarded subject to the Right of Recourse procedure as set forth in the Public Contracts Regulations 2005 as amended by Legal Notice No. 410 of 2007. A copy of the relevant Section 20 of these regulations is being included as Appendix G of this document.

01.12 Arbitration

Any dispute, controversy or claim arising out of or relating to this contract, or the breach, termination or invalidity thereof, shall be settled by arbitration in accordance with the rules of the Malta Arbitration Centre as at present in force.

01.13 Data Protection Clause

The information collected on this form shall be processed in accordance to the Data Protection Act 2001. The contents of this document are confidential (Public Contracts Regulations Subsidiary Legislation paragraph 44) and intended solely for the use of this ITT process, and will not be disclosed or copied without the Tenderer's consent to anyone outside the Government of Malta unless the law permits us to do so.

02. Background and Tender Objectives

02.1 Malta Council for Science and Technology Profile

The Malta Council for Science and Technology (MCST) was established in 1989 to provide advice on Science and Technology Policy to the Government of Malta. Its current responsibilities are as follows:

- to provide policy advice to the government on Science, Technology, Research and Innovation Policy;
- to promote the EU Framework Programme for Research (FP7) in Malta;
- to manage the local R&I funding programme;
- to promote scientific culture across all age groups.

Besides the performance of its core responsibilities, MCST regularly engages in projects and activities funded by the EU in support of its mandate, and is often requested to provide reports, information and statistics related to its area of competence.

02.2 Background

While the proportion of S&T graduates in Malta has increased over the years, Malta still places last in rankings of the number of science and technology graduates per 1000 population. For 2006, the number of such graduates aged 20-29 in Malta was 5, while the EU-27 average stood at 13.

Malta's National Strategic Plan for Research and Innovation 2007-2010 stresses that the country's ability to expand its Research and Innovation (R&I) capacity depends on the size as well as the quality of its SET (science, engineering and technology) human capital base. The national strategy therefore emphasises the importance of developing its HR competences in this area and, amongst other actions, recommends the organisation of science fairs to make science more attractive to younger students as well as to the population at large.

The MCST has obtained funding through the European Social Fund to undertake a project titled "**Science Popularisation Campaign**". This project envisages a number of activities related to promoting science education which include:

- The organisation of two large-scale S&T Festivals;
- Development of television and radio programmes to promote science;
- Organisation of S&T events in collaboration with Local Councils;
- Organisation of a training course in science animation.

The overriding objective of the project is to make science attractive to secondary school students in particular as well as to the public in general. This will be achieved through the organisation of a number of activities aimed at conveying the message that science is fun, as well as by seeking to dispel the impression that science is a male-dominated discipline reserved for those of a high intellectual capacity.

02.3 Objectives

Through this Tender, the MCST is seeking to select one or more contractors who are able to supply a range of science exhibits and audio-visual material for use in the S&T Festivals. These will also be used as part of a roving exhibition targeted at local colleges.

The Tender incorporates three distinct lots, and Tenderers may submit bids for one or more lots.

02.4 Financial Offer

1. The financial offer submitted by a Tenderer is to include all costs, duties, levies and taxes related to the full and proper performance of the contract.
2. Irrespective of whether the supplies proposed are manufactured locally or are to be imported into Malta, the financial offer is to include all costs related to delivery of the supplies to the MCST offices or other local destination at the discretion of the MCST.
3. The prices for the contract must include all of the supplies to be provided. The prices quoted are fixed and not subject to revision or escalation in costs.

02.5 Penalties

It is absolutely essential that the items are delivered on time in accordance with the stipulated deadlines. MCST has a fixed timetable of events making use of these science exhibits therefore any delays will seriously impinge on such timeframes. Late or incomplete deliveries will incur a penalty equal to 10% of the contract value.

02.6 Acceptance and Warranty

Following delivery of each item, MCST will conduct acceptance testing before any payment can be effected.

Following acceptance of the exhibits, the contractor is to guarantee a six-month warranty period during which any problems due to defective components, defective workmanship or due to normal wear and tear must be rectified by the contractor free of charge. This warranty does not include damage due to mishandling.

02.7 Terms of Payment

Terms of payment will be as follows:

- 15% on signature of contract;
- 75% following delivery and acceptance by MCST of each batch of exhibits;
- 10% following expiry of the warranty period of all exhibits.

03 Lot 1 – Audiovisual Materials

03.1 Technical Requirements

03.1.1 Posters

A minimum of 10 posters covering a broad range of scientific topics and including at least five posters showing optical illusions. Posters are to be approximately A1 in size and are to be supplied mounted on 2mm rigid Forex PVC or similar.

03.1.2 DVDs

Ten DVDs on a variety of scientific topics, together with two DVD players and two 24-inch TFT screens.

03.1.3 Interactive CD ROMs

Ten interactive CD ROMs which should cover a range of scientific topics including mathematics.

03.2 Evaluation Criteria

Evaluation of Tender submissions will be on the basis of the criteria listed below.

Criterion	Weighting
Quoted price	50%
Appropriateness and variety of posters	10%
Appropriateness and variety of DVDs	10%
Appropriateness and variety of CD ROMs	30%

03.3 Timeframes

All items are to be delivered by the 18th September 2009.

04 Lot 2 – Mandatory Interactive Exhibits

04.1 Technical Requirements

Appendix A lists a number of science exhibits which are to be procured through Lot 2. MCST already has in its possession of a number of exhibits, which are listed in Appendix B.

The requirements are for an assortment of 26 interactive exhibits covering a range of scientific subjects and listed in Appendix A. All exhibits are to be supplied mounted on a brightly-coloured base, made of vinyl or similar material. During the exhibitions, the exhibits will be mounted on tables to be provided by the MCST.

The exhibits should have the following characteristics:

1. Interactivity: each exhibit should have a fundamental element of hands-on, interactivity where students are able to test the exhibit and learn the scientific principles involved;
2. Least amount of adult supervision. Tenderers should try to avoid offering exhibits which require adult supervision. Where necessary, MCST will provide science animators to run the exhibit, however this should be kept to a bare minimum;
3. Fun: the idea behind these science exhibits is to popularise science through explaining basic scientific principles, while making them entertaining and therefore giving students an enjoyable experience;
4. Robust, permanent: a basic degree of maintenance is understandable, however, it is essential that these exhibits are robust to ensure a long life and
5. Mobile: each exhibit should be portable so that MCST will be able to take the exhibition around local schools.

The exhibits are to be supplied together with carrying cases which are lightweight, padded, durable, and which include carrying handles.

Size of Exhibits

The size of the exhibits will vary from one exhibit to another and the actual size of an individual exhibit will be left up to the contractor. However, as a general rule the minimum size of an exhibit should be such that it looks good on a circular base of diameter 40 cm. Larger exhibits are acceptable.

Quality of Exhibits

The exhibits are to be of a very good quality in terms of materials, workmanship, aesthetics and finish. They should have a hi-tech look and should be attractive to the student generation.

Safety Standards

All items supplied must comply with European Safety Standards ensuring quality and abiding by safety practices. Furthermore, all exhibits must be certified by a local certified Health and Safety Consultant.

Sketches and Technical Description

A graphical representation is required for three (3) exhibits upon submitting Tender as part of the bidder's technical offer. The successful Tenderer will be required to submit sketches of all the proposed exhibits for review by the MCST before purchasing or construction of the exhibits may begin.

04.2 Evaluation Criteria

Evaluation of Tender submissions will be on the basis of the criteria listed below.

Criterion	Weighting
Quoted price	60%
General Description of exhibits	10%
Quality of proposed Carrying Cases	10%
Sketches for a sample of 3 of the exhibits (see Appendix D)	20%

04.3 Timeframes

The exhibits are to be delivered in accordance with the following deadlines:

Milestone	Target Date
First batch of 12 exhibits	26th September 2009
Second batch of remaining exhibits	23th October 2009

05 Lot 3 – Large-Scale Interactive Exhibits

05.1 Technical Requirements

To design and develop two (2) large-scale, free-standing interactive models which will act as an attraction depicting scientific principles. The idea is for the audience to engage with a large-scale simulated exhibit and take home a fun experience similar to that of a fun park. MCST will use these exhibits for the Science Festival to be held at the University of Malta in 2009 and 2010.

Any of the concepts below may be produced:

1. Watershed model	A 3-D representation of the water cycle that drains to a single river, stream, lake, or ocean. This model helps students make a connection between land use and water quality by demonstrating how we treat our land impacts the body of water to which the land drains.
2. Hurricane	The hurricane should be in a contained or controlled area such as a cubicle. 3-D movie and surround sound that shows just what it's like to be in the middle of a hurricane.
3. Earthquake	A model simulating an earthquake using 2 concentric motors (X-Y axis). The model should consist of a platform with a number of fixed seats with safety belts attached and a decorated interface to create the ambiance of a sitting room. There should be a control system to start and stop the earthquake.
4. Pulley system: weight dispersion	An interactive model of a pulley system where 2 students can simultaneously sit on 2 seats suspended by different pulley configurations; students have to pull themselves showing the basic concept of mechanical advantage.
5. Simulated environment: cockpit of a plane	A life-sized plane cockpit providing an interactive audio-visual experience. The model includes: seats, interface with gauges, switches & monitors, controls, flight simulator PC software & display.

The exhibits should have the following characteristics:

1. Interactivity: each exhibit should have a fundamental element of hands-on, interactivity where students are able to test the exhibit and learn the scientific principles involved;
2. Least amount of adult supervision. Tenderers should try to avoid offering exhibits which require adult supervision. Where necessary, MCST will provide science animators to run the exhibit, however this should be kept to a bare minimum;
3. Fun: the idea behind these science exhibits is to popularise science through explaining basic scientific principles, while making them entertaining and therefore giving students an enjoyable experience and
4. Robust, permanent: a basic degree of maintenance is understandable, however, it is essential that these exhibits are robust to ensure a long life.

Size of Exhibits

The size of the exhibits will vary from one exhibit to another and the actual size of an individual exhibit will be left up to the contractor. However, as a general rule the minimum size of an exhibit should be 1.5m x 1.5m x 1.5m. Larger exhibits are acceptable.

Quality of Exhibits

The exhibits are to be of a very good quality in terms of materials, workmanship, aesthetics and finish. They should have a hi-tech look and should be attractive to the student generation.

Safety Standards

All items supplied must comply with European Safety Standards ensuring quality and abiding by safety practices. Furthermore, all exhibits must be certified by a local certified Health and Safety Consultant.

Sketches and Technical Description

A graphical representation is required for each exhibit upon submitting Tender as part of the bidder's technical offer. The successful Tenderer will be required to submit sketches of all the proposed exhibits for review by the MCST before purchasing or construction of the exhibits may begin.

05.2 Evaluation Criteria Lot 4

Evaluation of Tender submissions will be on the basis of the criteria listed below.

Criterion	Weighting
Quoted price	60%
Scientific quality of proposed exhibits	40%

05.3 Timeframes

It is absolutely essential that the items are delivered on time in accordance with the stipulated deadlines. MCST has a fixed timetable of events making use of these science exhibits therefore any delays will seriously impinge on such timeframes.

The exhibits are to be delivered in accordance with the following deadlines:

Milestone	Target Date
2 large-scale interactive free-standing exhibits	30 th October 2009

Appendix A – Mandatory Exhibits

The science exhibits are to be based on the following items. It is essential that these items are supplied in accordance with the description attributed to each.

Group A – Electricity and electromagnetism

Item Name	Item Description / Contents
1. Principle of Dynamo	This is not a normal functional dynamo but rather a model to demonstrate the principle of generating an electric current. The model consists of a separate rotating magnet and wire coil, together with a centre zero milli-ammeter to measure the generated current. The magnet must be mounted on a spindle with a handle to enable the student to rotate it.
2. Principle of Electric Motor	This is not a normal electric motor but rather a model to demonstrate the electric motor principle. The model consists of a set of batteries, a strong bar magnet, a rotating coil, and all necessary connecting wires. The components are mounted on a base. An LED is to be included as well as the necessary push button switches for interactivity.
3. Electric Power Model	A model comprising of a manually-driven dynamo, and a selection of light bulbs of varying wattage controlled by switches to vary the load on the dynamo. A milliammeter indicates the current generated.
4. Circuit Challenge	A model comprising of a set of two batteries, four small bulbs and sockets, three ammeters and the necessary connecting wires terminating in three loose leads. It allows the student to configure a number of different circuits.
5. Electroscope	A large model of a gold-leaf electroscope, where students can investigate the opening and closure of the gold leaf when a charged object is brought near. All necessary accessories must be supplied, like polythene rod, glass rod, piece of fur cloth, piece of silk cloth, balloons, etc. The gold leaf is to be enclosed in transparent container.
6. Mini-Thunder & Lightning	An EHT Induction Coil safely enclosed in a transparent box or dome. When powered, it produces sparks across a gap. The sparks can be observed through a magnifying lens which is mounted on the model.
7. Magnetic Fields	Metal filings encased in a transparent horizontal container, together with a number of magnets which can be moved to create different patterns with the iron filings.

Group B – Fluid dynamics

8. Whirlpool	A transparent vertical cylindrical water tank about 10 - 15cm in diameter, with a stirrer driven by a variable-speed electric motor at the bottom. The visitor can control the speed of the electric motor to create a whirlpool.
9. Soapy Turbulence	A transparent hemisphere containing a soapy solution which creates swirling patterns when the dome is rotated.
10. Centrifuge	A transparent rectangular container (approx 10cm long x 3cm wide x 10cm high) half-filled with water and mounted on a spinning disc. The disc is driven by a variable-speed electric motor. As the disc rotates, the water moves away from the centre of the container and up its sides.
11. Tornado Simulator	A transparent vertical cylindrical container incorporating a variable-speed electric fan to create an air tornado. The tornado is lit from above.

Group C – Alternative energy and energy efficiency

12. Wind turbine	A model consisting of a small electric fan (such as those used for cooling PCs) with a push-down switch. The fan blows onto a small wind turbine connected to a generator and milli-ammeter to demonstrate the generation of electricity.
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13. Electric boat	A small boat in a circular tank of water. The boat is powered by an electric motor driven by PV panels.
14. Water power	The model consists of a two reservoirs of water at different heights, with a hand-operated or electric pump pumping water from the lower to the higher one. Water then travels by gravity from the higher to the lower one, driving a water turbine and generating an electric current. The model includes a milliammeter.
15. Wave tank	The model consists of a transparent rectangular tank approximately 40cm long x 15cm wide x 25 cm high partially filled with water. It includes a manual mechanism for generating waves in the water. A floating ball is connected via a vertical shaft to a generator mounted on the top surface of the tank, generating a small electric current. The model includes a milliammeter.
16. Energy efficiency of lamps	A model to demonstrate the efficiency of different lighting technology. Includes an incandescent lightbulb, a CFT bulb and an LED of equivalent light intensity which can be lit independently by the student. A milliammeter indicates the electrical consumption of each.

Group D – Miscellaneous

17. Pulleys	The model consists of a number of pulleys mounted in pairs of different sizes on fixed shafts. The student can connect different pulleys using elastic bands to achieve different effects. One of the pulleys has a handle to enable the student to rotate it.
18. Peepholes	A model comprising three peepholes which incorporate a magnifying lens and a back lit photographic transparency all mounted on a pedestal.
19. Seismograph	A photo phosphorescent disc mounted on a rotating disc, a small LED and necessary ancillary parts.
20. Drug & Enzyme Interaction	A model made up of puzzle pieces which when fixed together represent the active site of an enzyme protein and two separate molecules. When the puzzle pieces are affixed in the correct position the model lights up.
21. Tuning Fork	A tuning fork mounted on a base and a cap to cover and compress the fork prongs. The student covers the fork & removes the cap to create sound. Other experiments such as touching the fork or the base to create different sounds.
22. Fingerprint Analysis	A finger print analysing model. Comprising of an eyepiece to observe the print on a spot.
23. Earthquake table	A model to demonstrate how earthquakes of different intensities impact structures. A house constructed of wooden blocks is built by the student on a base which vibrates at three different frequencies. The student can appreciate how different structures cope with earthquakes of differing strengths.
24. Heat Pump	This model comprises a manually-driven heat pump and a metal plate surface, mounted on a rigid base. The heat-pump heats one area of the metal plate and cools the other.
25. 4-Coloured Map	An exhibit to demonstrate the 4-colour-map theorem presented on a flat surface (approx. 1m x 1.5m) with a selection of different coloured flat-edged puzzle pieces. Each puzzle piece represents a different country and is a single colour (either red, green, blue or yellow) with a hole in the middle. The puzzle pieces are fixed on pegs to keep them in place whilst the student creates a 4-colour map. The objective of this exercise is to have no two adjacent pieces in the same colour.
26. Minefield	An exhibit used to illustrate probability based on the paper and pencil game of battleships (2-player game). Each player has a perforated play board made up of 2 square grids (the fields), different coloured pegs of lengths varying from 2 to 5 squares (the ships) and a peg tray. Each player deploys his ships secretly on a square grid. Then each player shoots at the other's grid by calling a location. The defender responds by "Hit!" or "Miss!". You try to deduce where the enemy ships are and sink them. First to do so wins.

Appendix B – Existing MCST Exhibits

The following exhibits are *already in the possession of the MCST* and should not be proposed in the offer.

EXHIBIT NAME	CONCEPT
Corner reflector	Mirror images
Mirage	Mirage optical illusion (parabolic mirrors)
Pupil	Light – pupil dilation
Shimmer and colour	Shimmer & disappearing images
Anti-gravity mirrors	Half-image
Kaleidoscope mirror	Multiple images
Fat & thin mirror	Concave & convex mirrors – real, virtual, magnified & reduced images
Microscope viewing	Microscopic view
Rotating spherical kaleidoscope	Kaleidoscope in primary colours
Laser beam	Light – reflection, refraction, dispersion.
Rainbow production	Light dispersion & deviation
Floating rings	Optical illusion
Impossible triangle	3D visual illusion
Pepper's ghost	Image projection
Magic wand	Persistence of vision
Electric bell in vacuum	Sound
Hear, see, feel vibrations	Resonance
Slinky spring	Elastic, kinetic & potential energy
Soma cube	Geometry
Defying gravity roller	Conical rollers
Bicycle wheel gyro & chair	Momentum of inertia
Jacob's ladder	Air ionised forming ozone – arching
Electric fleas	Electric charge
Towers of brahma	Mathematical puzzle
Hand battery	Electric current flow
Non-round rollers	Constant but not round
Magnetic pendulum	Magnetism, chaos theory
Bernoulli's blower	Aerodynamics
Eye-hand coordination	Inverted image
Descarte's diver	Atmospheric pressure
Glow in the dark	Luminescent material
Centrifuge	Centripetal & centrifugal force
Centrifugal governor	Steam engine mechanism
Relative motion pendulum	Simple harmonic motion
Viscosity board	Viscosity
Garden of smells	Electronic configuration of molecules

Appendix C – Tender Response Form – Lot 1

Notice Number **MCST 08/2009**
Closing Date 17th July 2009
Date of Publication **26th June 2009**

C.1 - Organisation Details

Organisation Name	
Registered Address	
Local Address (if different from above)	
Year organisation was founded	
Website address	
Name of contact person	
Position of contact person	
Email address of contact person	
Telephone Number(s)	

C.2 – Posters

Details of Posters

Title	Description

Financial Offer

Item	Charge excl VAT €	VAT €	Charge incl. VAT €
Posters – set of 10 posters mounted in lightweight frames / mounted on 2 mm plastic			

C.3 – DVDs

Details of DVDs

Title	Description

Financial Offer

Item	Charge excl VAT €	VAT €	Charge incl. VAT €
DVDs – set of 10 DVDs, two DVS players and two 24-inch TFT screens.			

C.4 – Interactive CD ROMs

Details of CD ROMs

Title	Description

Financial Offer

Item	Charge excl VAT €	VAT €	Charge incl. VAT €
10 Interactive CD ROMs			

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organization being excluded from participation in future tenders.

Name of individual/company director

.....

Signature

.....

Date

.....

Appendix D – Tender Response Form – Lot 2

Notice Number **MCST 08/2009**
Closing Date **17th July 2009**
Date of Publication **26th June 2009**

D.1 Organisation Details

Organisation Name	
Registered Address	
Local Address (if different from above)	
Year organisation was founded	
Website address	
Name of contact person	
Position of contact person	
Email address of contact person	
Telephone Number(s)	

D.2 General Description

Kindly provide a general description of the exhibits in terms of quality, construction, equipment used and type of finish (750 - 1000 Words).

D.3 Sketches

Kindly provide sketches or drawings of a selection of three of the exhibits in order to demonstrate your understanding of the requirement and the quality of the proposed exhibits.

D.4 Description of Carrying Cases

Kindly provide a general description of the proposed carrying cases including material, padding, and type of finish.

D.5 Financial Offer

Item	Charge excl VAT €	VAT €	Charge incl. VAT €
26 Interactive Scientific Exhibits			

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organization being excluded from participation in future tenders.

Name of individual/company director

.....

Signature

.....

Date

.....

Appendix E – Tender Response Form – Lot 3

Notice Number **MCST 08/2009**
Closing Date **17th July 2009**
Date of Publication **26th June 2009**

E.1 Organisation Details

Organisation Name	
Registered Address	
Local Address (if different from above)	
Year organisation was founded	
Website address	
Name of contact person	
Position of contact person	
Email address of contact person	
Telephone Number(s)	

E.2 List of Proposed Exhibits

Exhibit Name	Description

E.3 General Description

Kindly provide a general description of the exhibits in terms of quality, construction, equipment used and type of finish (200 – 500 Words).

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E.4 Sketches

Kindly provide sketches or drawings of the two exhibits in order to demonstrate your understanding of the requirement and the quality of the proposed exhibits.

E.5 Financial Offer

Item	Charge excl VAT €	VAT €	Charge incl. VAT €
2 Large-scale Interactive Scientific Exhibits			

I certify that the information provided above is accurate and complete to the best of my knowledge and belief. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organization being excluded from participation in future tenders.

Name of individual/company director

.....

Signature

.....

Date

.....

Appendix F – MCST Tender Regulations

MCST issues tenders in line with the Legal Notice of 2005 on Public Procurement Regulation

1. MCST is not bound to accept the lowest or any tender.
2. MCST reserves the right of accepting any tender wholly or in part, or of dividing the contract among two or more Tenderers.
3. Any soliciting will render the Tenderer'(s) proposal invalid. If evidence of canvassing is discovered after award of tender, MCST shall be entitled to cancel any agreement or contract with the offending Tenderer. The Tenderer will also be liable for any damages incurred by MCST directly arising from such a cancellation.
4. The Tender will be conducted in English, and all documentation and correspondence will be in ENGLISH ONLY.
5. During the Tender evaluation, the Tenderer may be asked to supply further clarification to his proposal and any additional documentation relating to his solution.
6. Tenderers are required to provide upon request a certificate issued by the Employment and Training Corporation, indicating the number and details of employees duly registered with the Corporation. In those cases where Tenderers intend to sub-contract part of the works, they shall, upon request, produce an authentic certificate from ETC indicating the respective registration number of the nominated sub-contractors. Any Tenderer or sub-contractor who fails to provide the required certificate when requested to do so, will not be eligible for the award of the contract.
7. With regard to supply contracts, MCST reserves the right to request the submission of the ETC Certificate, prior to the award of the contract, in respect of that part of the contract which may involve local labour (for example, installation, commissioning or maintenance). This will apply also in those cases where the Tenderer is a foreign firm that intends to utilise local sub-contracting for the elements of the contract just mentioned. The proviso in the last sentence of the preceding paragraph shall also apply in such cases.
8. Tenderers shall bear all costs associated with the preparation and submission of their tender and any costs incurred in preparing subsequent presentations or attendance at same. MCST shall not be responsible or liable for any costs or expenses regardless of the conduct or outcome of the Tender process.
9. Tenderers are expected at all times to honour their commitment if awarded the contract. Performance monitoring of the contract will influence the adjudication of future tenders.

Appendix G – Right of Recourse Procedure

COPY OF PARAGRAPH 20 OF PUBLIC CONTRACT REGULATIONS, 2005 FOR THE GUIDANCE OF TENDERERS.

RIGHT OF RECOURSE

1. Where the estimated value of the public contract exceeds €12,000 but not €47,000 and is issued by a Local Council or by an authority listed in Schedule 2, any interested economic operator shall have a right to make a complaint to the General Contracts Committee in accordance with the procedure laid down in these regulations.
2. The contracting authority shall be obliged to issue a notice and affix an advertisement, in a prominent place at its premises, indicating the awarded public contract, the financial aspect of the award and the name of the successful Tenderer.
3. Any interested economic operator who may be aggrieved by the award shall, within three working days from the publication of the notice, file a letter of objection, together with a deposit of €230, with the contracting authority, clearly setting forth any reason for his complaint. The letter by the complaining Tenderer shall be affixed on the notice board of the contracting authority and shall be brought to the attention of the recommended Tenderer. The contracting authority shall be precluded from concluding the contract during the period allowed for the submission of appeals. The award process shall be completely suspended if an appeal is eventually submitted.
4. After the expiry of the period allowed for the submission of a complaint, the contracting authority shall deliver the letter of complaint, the deposit receipt and all documents relating to the public contract in question to the Director of Contracts.
5. The Director of Contracts shall refer the case to the General Contracts Committee which shall examine the matter in a fair and equitable manner and determine the complaint by upholding or rejecting it. The written decision of the General Contracts Committee shall be affixed on the notice board of the contracting authority and copies thereof shall be forwarded to all the parties involved.
6. In its deliberation the Committee shall have the authority to obtain in any manner it deems appropriate, any other information not already provided by the contracting authority. The General Contracts Committee's decision shall be final and binding on the contracting authority and the interested economic operator who shall not be afforded any further recourse.
7. Tender documents issued in terms of this Part shall include a clause informing Tenderers that the award of the contract is subject to the right of recourse as provided for in this regulation, a copy of which should be reproduced in the documents.
8. The Minister shall have the authority to order by legal notice, that recourse as provided in this regulation be made available also by authorities listed in Schedule 3 and to prescribe the procedure by which such recourse is to be granted.