



Ministry for Justice, Culture and Local Government
Courts of Justice Department

DEPT. REF: DSS 13/2016

**CALL FOR QUOTATIONS FOR RADIATION PROTECTION EXPERT IN
TERMS OF LEGAL NOTICE 44/2003 NUCLEAR SAFETY AND
RADIATION PROTECTION REGULATIONS, 2003
AT THE COURTS OF JUSTICE**

Date of publication: 1st August 2016

Deadline for submission: 10th August 2016 at 10:00am CET

IMPORTANT

Clarifications shall be uploaded and will be available to view/download from
<http://mjcl.gov.mt/en/ministry/tenders>

Courts of Justice Department

Republic Street, Valletta VLT 1112, Malta. Tel: (356) 25902320 Fax: (356) 21227432 Email: tenders-courts.mjcl@gov.mt



REF : DSS 13/2013

CALL FOR QUOTATIONS FOR RADIATION PROTECTION EXPERT IN TERMS OF LEGAL NOTICE 44/2003 NUCLEAR SAFETY AND RADIATION PROTECTION REGULATIONS, 2003 AT THE COURTS OF JUSTICE

Dear Sir/Madam,

The Courts of Justice Department is inviting you to submit your quotation to be considered as the Court's of Justice 'Radiation Protection Expert - Luggage Scanning' in terms of Legal Notice 44/2003 Nuclear Safety and Radiation Protection Regulations, 2003. The duration of the appointment is for a period of three (3) years starting from the date of the award of the contract.

The Courts of Justice Department reserves the right to extend the contract

Your quotation including taxes other duties and discounts but excluding VAT should be submitted in a sealed envelope marked 'Radiation Protection Expert' and must be submitted in the tender box at the 4th Floor Room 412, Courts of Justice Department, Office of the Director Support Services, Republic Street Valletta by not later than 10.00 am of Wednesday 10th August 2016.

Terms of Reference

The expert shall advise the COJD as to the observance of the Nuclear Safety and Radiation Protection Regulations, 2003 (Legal Notice 44 of 2003) with regard to:

- 1) provision of advice to ensure the safety of workers and the General Public, where radiation protection is concerned;
- 2) prior critical examination of plans for installations from the point of view of radiation protection;
- 3) the acceptance into service of new or modified sources from the point of view of radiation protection;
- 4) regular checking of the effectiveness of protective devices and techniques;
- 5) regular calibration of measuring instruments and regular checking that they are serviceable and correctly used;
- 6) Periodical review (and update) of relevant procedures and documentation;
- 7) Training of Security Officers and other officials nominated by the COJD. It is anticipated that two (2) training sessions of approximately one/one and a half hours are to be held annually, and the number of participants shall remain the discretion of the COJD. The COJD shall also take care of the logistical requirements involved.
- 8) Providing reports for the above.

Quotation

Item	Description	Total for Item including taxes other duties and discounts but excluding VAT €
1.	Total price including taxes other duties and discounts but excluding VAT for fee to be charged for each year as Radiation Protection Expert.	
2.	Fee to be charged per training session on Radiation Safety to Security Officers or any other officers as instructed by the Director General. Two training sessions are anticipated to be held annually.	
2a	Please state here _____ (in words and figures) the number of persons that you can take for each training session.	N/A

The adjudication of the tender will be based on the total cost of your quotation that is:-The price quoted for Item 1 plus the price quoted for Item 2. The price quoted for Item 2 will be worked on information submitted for Item 2a based for twelve (12) persons.

Please complete also the following information:-.

Name and Surname (Block Letters)					
Address					
ID No		Tel No		Mobile No	
email					
Date					
VAT Registration No					
Signature of Quoting Person					

Attached please find draft Contract Agreement.

For any clarifications or appointment for site visit please contact the undersigned on e-mail address raymond.scicluna@gov.mt.

DRAFT CONTRACT AGREEMENT

DSS 43/2013

Financed by: Courts of Justice Department
Project: Services of Radiation Expert
Contract Number: Call for Quotations dated 1st August 2016

This contract is concluded between:
Courts of Justice Department
Tel 25092320
email: courts.justice@gov.mt
(hereafter called the “Contracting Authority”) on the one part,

And,

Name of Contractor
Address
ID Number
Telephone Number
Mobile Number
Email Address
(hereinafter called “The Contractor”) on the other part,

Whereas the Contracting Authority is desirous that certain services should be executed by the Contractor, viz.:

Radiation Protection Expert in terms of Legal Notice 44/2003 Nuclear Safety and Radiation Protection Regulations, 2003

And has accepted a quotation by the Contractor for the execution and completion of such services and the remedying of any defects therein.

It is hereby agreed as follows:

1. In this contract words and expressions shall have the meanings assigned to them in the contractual conditions set out below.
2. The following documents shall be deemed to form and be read and construed as part of this contract, in the following order of precedence:
 - (a) this Contract,
 - (b) the Terms of Reference, (Annex A)
 - (c) the Financial Offer (after arithmetical corrections)/breakdown (Annex B)
3. In consideration of the payments to be made by the Contracting Authority to the Contractor as hereinafter mentioned, the Contractor undertakes to execute and complete the works and remedy defects therein in full compliance with the provisions of the contract.
4. The Contracting Authority hereby agrees to pay the Contractor in consideration of the execution and completion of the works and remedying of defects therein the amount of:
 - (Amount excluding VAT in words and figures) including taxes other duties and discounts but excluding VAT per annum for three (3) years for Radiation Consultancy service for scanning machines/metal detectors

- (Amount excluding VAT in words and figures) including taxes other duties and discounts but excluding VAT for six (6) training sessions, if and when required by the Contracting Authority

5. In witness whereof the parties hereto have signed the contract. This contract shall take effect on the date on which it is signed by the last party.

Done in English in two originals: one for the Courts of Justice Department and one for the Contractor.

Courts of Justice Department:
Signed by:

Contractor:
Signed by:

Raymond Scicluna
Director Support Services

ID:

Date:

Date:

Annex A

Terms of Reference

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- 2) prior critical examination of plans for installations from the point of view of radiation protection;
- 3) the acceptance into service of new or modified sources from the point of view of radiation protection;
- 4) regular checking of the effectiveness of protective devices and techniques;
- 5) regular calibration of measuring instruments and regular checking that they are serviceable and correctly used;
- 6) Periodical review (and update) of relevant procedures and documentation;
- 7) Training of Security Officers and other officials nominated by the COJD. It is anticipated that two (2) training sessions of approximately one/one and a half hours are to be held annually, and the number of participants shall remain the discretion of the COJD. The COJD shall also take care of the logistical requirements involved.
- 8) Providing reports for the above.

Annex B