

Brussels, date of publication: 07.05.2018

Energy Efficiency Compliant Products - EEPLIANT2
(Carried out under EU Grant Agreement N° 752591)
Call for Tender for Test Laboratories:
Professional refrigerated storage cabinets and household
refrigerating appliances

1. Background

PROSAFE is an international non-governmental organisation established in 1991 by market surveillance officers from various countries throughout Europe. Its main aim is to contribute to the safety of products and services by promoting best practices in market surveillance. Since 2006, PROSAFE has established itself as the organising and coordinating body for Joint Market Surveillance Actions in Europe. PROSAFE's official name is "Stichting PROSAFE". It is a foundation under Dutch law.

PROSAFE's main task is to coordinate Joint Actions. Each Joint Action comprises a number of work packages that target specific product groups, and a number of activities aiming at developing methods and best practices.

In 2017, PROSAFE became the coordinator for the Energy Efficiency Compliant Products 2 - EEPLIANT2. The Action started in September 2017 and will end in February 2020. Work Package 4 of the Joint Action addresses household refrigerating appliances; Work Package 6 addresses professional refrigerated storage cabinets. This call provides an opportunity to tender for either or both of the associated testing programmes.

The party responsible for any contracts arising from this tender is PROSAFE. The PROSAFE Office handles the financial and project administration of the EEPLIANT2 Joint Action. PROSAFE's Executive Director is responsible for the general and financial management and is supported in this task by the Deputy Executive Director.

The technical activity of EEPLIANT2 falls under other roles and responsibilities:

1. A Project Leader for the overall EEPLIANT2 Action is responsible for the performance, reporting and coordination of the EEPLIANT2 management team covering all of the Work Packages;
2. Member State representatives are appointed as Work Package Leaders, including one responsible for the activity on Household Refrigerating appliances (under Work Package 4) and another for Professional Refrigerated Storage Cabinets (under Work Package 6).
3. These two Work Package Leaders are each supported by an external consultant facilitator: Sophie Attali for Work Package 4 and Jeremy Tait for Work Package 6. The facilitators are responsible for the daily coordination of the Work Package.

An important part of the EEPLIANT2 project is the testing of appliances for compliance with the relevant energy labelling and ecodesign regulations, which requires testing of appliances to the appropriate European standard in accredited test labs. The appliances to be tested are selected, bought and delivered to the lab by the EEPLIANT2 project team.

For operational, capacity and technical reasons, it is expected to appoint two or more labs to carry out the joint programme of work. The labs appointed will be encouraged to cooperate and share experience to maximise positive outcomes from the project, including development of sustainable expert capacity in the sector.

2. Overview of the tender

This tender covers energy efficiency testing programmes under two product groups, or ‘Lots’. Tenderers may bid for one Lot, or for both Lots:

Lot 1: Household refrigerating appliances as subject to Commission Regulation (EC) No 643/2009 (ecodesign) and Commission Delegated Regulation (EU) No 1060/2010 (energy labelling).

Lot 2: Professional refrigerated storage cabinets as subject to Commission Regulation (EU) 2015/1094 (energy labelling) and Commission Regulation (EU) 2015/1095 (ecodesign). These are the chilled and frozen cabinets used in professional kitchens in the catering, hospitality, public and other sectors.

Further details of the exact scope of products to be tested and tasks under each of these Lots are provided below, along with additional assumptions and requirements.

Bids are invited from individual labs.

In order to be considered, Tenderers must meet all of the Qualification Criteria. Please check these requirements carefully and ensure that the bid explicitly addresses how each of these criteria are met.

Bids for Lot 1 will be assessed in one process; bids for Lot 2 will be assessed in a separate process. Separate bid documents must therefore be submitted for Lot 1 and for Lot 2 (both can be submitted in the same package).

Compliant bids will be entered into a shortlist for further joint assessment of Lots 1 and 2 to obtain most advantageous overall delivery and best value. Where a tenderer succeeds in having both a Lot 1 and Lot 2 bid on the shortlist, the additional information provided for combining both Lots will be taken into account. It is not necessary to enter both Lots to be successful in one Lot.

Bids will be assessed according to the assessment criteria set out in the relevant section below.

3. Qualifying criteria

These are minimum qualifying criteria that must be met by all tenderers for either Lot in order for their bid to be considered. Compliance with each should be explicitly confirmed and if necessary explained in the tender.

(Note: Assessment criteria to rank bids are given separately in a later section).

Accreditation

1. The results of this testing will be used by market surveillance authorities to assess the compliance of equipment with regulations; results may have to be used to support legal action. For this reason, authorities must be able to demonstrate full legal confidence in results. Therefore, accreditation according to EN 17025:2005 or EN 17025:2017 is required, as well as accreditation for the relevant test method(s) (i.e. EN 62552:2013 and/or EN 16825:2016). Accreditation is also required for other testing required by the relevant regulation(s), such as for noise in the case of household refrigerators (i.e. EN 28960 and ISO 8960). If a bid relies on accreditation to a similar test method, then this must be justified carefully in the proposal. The scope of competence and management systems active at the lab shall fully comply with EN 17025 accreditation and shall include, but is not limited to, control of:

- Competence of staff, particularly in their allocated tasks;
- Supervision of staff undergoing training;
- Laboratory facilities for testing and calibration shall be such as to facilitate correct performance of the tests and/or calibrations according to the relevant standard(s);
- All equipment shall be calibrated as necessary to fully meet the relevant standard(s);
- Adequate supervision of testing and calibration staff by persons familiar with methods and procedures, purpose of each test and/or calibration, and with the assessment of the test or calibration results;
- Procedures in place and followed for proper processing, storage, maintenance and disposal of quality and technical records;
- Procedures to securely protect and backup records and prevent unauthorized access or amendment;

- Procedures for task requests, including verification of necessary capability, resources and full compliance of work with the contract, reporting to an Activity Coordinator.

Absence of conflict of interest

2. Absence of conflict of interest in assessing appliances from any supplier or potential supplier to the EU market. Any potential or perceived conflicts must be noted in the proposal, with details on how this is managed. This is very important because the results of testing may be used by authorities to follow up non-compliance, including legal proceedings.

Right to witness testing

3. One or two representatives of PROSAFE and/or the Market Surveillance Authority will be permitted to witness any given test by prior arrangement, also a representative of the manufacturer of the model under test may witness appropriate parts of set up or testing under supervision of test Laboratory personnel.

Location and co-location of staff

4. All testing of the supplied cabinets to be carried out in a lab or labs situated within the EU or EEA. The tenderer must explain if the testing will be conducted in a different location /country to that of the office submitting the bid, or if carried out at more than one lab location across the consortium.
5. The laboratory shall have the necessary managerial and technical personnel based at the lab site for the duration of testing; those staff shall have the authority and resources needed to carry out the testing and reporting.

Subcontracting

6. The lab or consortium must include capability and capacity to carry out the testing services without the need to subcontract any testing outside of the consortium. If a specific skills or capacity gap becomes apparent after the work has been commissioned (for example, if it was not envisaged in the specification), the laboratory must ask for permission from the PROSAFE Executive Director before any such sub-contracting can be considered.

Experience

7. Recent experience of testing relevant or very similar cabinets to the required EN or IEC standards, including classification of appliances and interpreting test results for establishing compliance with relevant ecodesign and energy label regulations.

Capabilities

8. Fluent in English for technical discussions and reporting.
9. All necessary equipment to test to the relevant standard(s) for which all necessary equipment meets the requirements set out in the relevant standard(s), including measurement of internal volume. In the case of Lot 1, that includes testing for noise. In the case of Lot 2, that includes at least one compartment with the necessary door and drawer opening rig(s) for testing cabinets with up to 4 doors per cabinet and up to 8 drawers per cabinet; the lab must have the commensurate quantity of M-packs, recording channels and other equipment as required by the standard(s) to achieve the claimed throughput capacity (ideally making full simultaneous use of available test compartments).
10. Ability and willingness to host a visit of EEPLIANT2 project staff to see test chambers and discuss details with technical staff as part of the final stage of the assessment process before award of contract(s).
11. Ability and willingness (if it becomes necessary) to provide additional technical services directly to EU Member State market surveillance authorities for work relating to the testing tasks in this specification or to other tasks. Any such work would be separately quoted and contracted.
12. Willingness to participate in discussion of results with other labs to develop common good practice approaches as a learning exercise for all participating test labs during the testing programme.
13. Flexibility to agree a reporting format (template and content) as required to meet the reasonable consensus requirements of Authorities.

Storage of cabinets

14. Store each cabinet securely until collection by PROSAFE by arrangement or until permission is given by PROSAFE in writing for its disposal. This longer-term storage does not have to be at the lab. Storage could be required for 24 months or more in total to allow for completion of any resultant

court case but any storage beyond the end of the EEPLIANT2 Grant Agreement (which means beyond February 2020) will be by separate contract organised between the lab and the relevant authority.

Confidentiality

15. The lab must be willing to hold test results in confidence and undertake not to release or discuss any information about testing or any test results with any manufacturer or other party unless explicitly agreed with the relevant market surveillance authority.

Acceptance of PROSAFE standard terms

16. Willingness to comply with "PROSAFE's General Conditions for Tender as attached to this specification.
17. Contractors accept that EASME (EU Agency managing the Horizon 2020 programme), the European Commission, the European Court of Auditors and OLAF (European Anti-Fraud Office) have the right to carry out checks, reviews and audits on contractors and subcontractors.

Bids assessed to have met the above Qualifying Criteria will be eligible for further assessment as below. Bids that do not meet the above Qualifying Criteria will be rejected.

4. Requirements for Lot 1: Household refrigerating appliances

Definition of scope of products, as per the EU regulations:

"Household refrigerating appliances" means any electric mains-operated household refrigerating appliances with a storage volume between 10 and 1 500 litres, including those sold for non-household use or for the refrigeration of items other than foodstuffs and including built-in appliances.

Products to be tested could include any products within scope of the energy label and ecodesign regulations below, except for mini-bars and wine coolers. Mini-bars and wine coolers will not be part of the test programme.

Relevant EU harmonised test standard:

EN 62552:2013 Household refrigerating appliances - Characteristics and test methods:
<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:C:2014:022:0032:0033:EN:PDF>

Note: Though the foreseen draft EN 62552: [2018/2019] based on IEC 62552-3:2015 is not (yet) a EU harmonised standard, EEPLIANT2 would like a few appliances to be tested according to both EN 62552:2013 and either the foreseen draft EN 62552:[2018/2019] (if publicly available) or IEC 62552-3:2015.

Relevant EU regulations:

COMMISSION DELEGATED REGULATION (EU) No 1060/2010 of 28 September 2010 supplementing Directive 2010/30/EU of the European Parliament and of the Council with regard to energy labelling of household refrigerating appliances.

COMMISSION REGULATION (EC) No 643/2009 of 22 July 2009 implementing Directive 2005/32/EC of the European Parliament and of the Council with regard to ecodesign requirements for household refrigerating appliances.

And also:

COMMISSION REGULATION (EU) 2016/2282 of 30 November 2016 amending Regulations [...] (EC) No 643/2009, [...] with regard to the use of tolerances in verification procedures.

COMMISSION DELEGATED REGULATION (EU) 2017/254 of 30 November 2016 amending Delegated Regulations [...] (EU) No 1060/2010, [...] with regard to the use of tolerances in verification procedures.

Required services

The task comprises the following services (consider in context of the other requirements / assumptions detailed below):

1. Host a visit of around 3-6 EEPLIANT2 staff to the lab facility, as part of final stage of assessment process. Will include discussions of technical testing and logistical, timing and capacity issues with lab staff. (This may be held jointly with a Lot 2 assessment if appropriate).
2. Appoint a primary contact person who has project management authority for the duration of the EEPLIANT2 project. Any change of appointed contact will be by agreement with EEPLIANT2 team. Work with EEPLIANT2 staff by email/phone to plan the preparation, testing and reporting programme to achieve a workable and smooth process.
3. Confirm that the cabinet matches the specification of the order and that it is undamaged. Take digital photographs of each appliance exterior and interior before testing to demonstrate it is undamaged, show the main physical features and show the rating plate. Label image files recognisably and/or provide an index of images that is searchable by brand and model number.
4. Participate in constructive discussions when project meetings are held at lab premises and occasionally by email or conference call with project participants regarding practical ideas for improvements to test method, equipment, processes, project plan and issues around circumvention (closing loopholes, addressing other weaknesses). This is to help maximise benefits of the project and to inform the project team efforts to positively influence future development of test method, regulation, market surveillance good practice and test lab capacity in the EU. These discussions may involve other participating lab(s) by arrangement.
5. Test each appliance to the appropriate harmonised standard and issue an individual report that meets the requirements of both the relevant standard and regulation(s), and according to the recommended reporting format. Reports must record which sections of the testing process were not carried out as agreed beforehand with EEPLIANT2. Reports should include a general photo of the appliance and a photo of its rating plate. For the purposes of costing and timing, assume that testing will be required according to the test standard and regulation for the:
 - Determination of volume of the various temperature compartments
 - Determination of energy consumption at 25 °C
 - Control of climate class and winter settings
 - Control of freezing capacity
 - Control of frost free function
 - Determination of sound level
 - Determination (calculation) of EEI and AEc

Note: The following clauses of the test standard DO NOT need to be included in the tests carried out (no costs associated with these aspects should be included): Clause 9 Testing air-tightness of doors, lids or drawer seals, Clause 11 Testing the durability of doors, lids and drawers, Clause 12 Testing mechanical strength of shelves and similar components, Clause 14 Water vapour condensation test, Clause 16 Temperature rise test, Clause 17 Freezing test, Clause 18 Ice-making test.

6. Test up to 10 appliances according the foreseen draft EN 62552: [2018/2019] (or IEC 62552-3:2015 as noted above) in addition to testing to the current harmonised standard (these appliances will thus be tested twice) and provide a separate report on any relevant observation comparing the two standards and helping Market Surveillance Authorities to understand issues around circumvention.
7. During the standard testing process for both EN 62552:2013 and the foreseen draft EN 62552: [2018/2019] (or IEC 62552-3:2015), be vigilant for possible signs of circumvention of testing process by manufacturers. If suspicious activity is observed, then proposals for further investigation can be discussed with the EEPLIANT2 participants and Market Surveillance Authorities - any additional investigation will be separately agreed.

8. For each appliance tested, provide a separate short supplementary report that provides a professional view on whether the appliance meets the requirements of each part of the regulatory requirements and an overall pass/fail opinion. This should include:
 - observations on circumvention review including a brief summary of the type of appliance behaviour that was under scrutiny (for each standard used).
 - comparison table of parameters declared by supplier vs. measured in tests with comments on validity;
 - copies of any correspondence with supplier/manufacturer (note the confidentiality requirements above);
 - any other pictures of the cabinet and its test set up that are deemed useful.Note: in all cases, the final decision on pass/fail is made by the relevant Authority.
9. Take digital photograph(s) of each appliance exterior and interior as set up and ready for testing to show the setting within the lab, completed loading plan and any other key aspects of the test. Label each image file recognisably and/or provide an index of images that is searchable by brand and model number.
10. Store each appliance securely until the test report is accepted by PROSAFE. In case of queries about the testing or measurements, appliances may be needed for the meeting to discuss test results or to return them to the lab for further testing. Approval of the test report may take many weeks if queries have to be resolved with suppliers (contractual payments will not be affected by any such delay, as long as reports meet the stipulated requirements).
11. Host a meeting of EEPLIANT2 project team staff at or near the lab to discuss the results, the test reports and experience of the testing process. This should include observations from lab staff on difficulties, queries and suggestions to improve any aspect of the EEPLIANT2 project, testing process, test standard and regulation. The meeting will be held soon after completion of the first batch of tests. It would be helpful for full understanding, if necessary, to include a visit to the test chamber with an example appliance. This could involve up to 12 visitors and could be combined with Lot 2 reporting if appropriate.
12. Provide an overall final report on the testing process for all appliances to include:
 - A detailed index table of the tests carried out (including model name/number, type of cabinet, number of doors, date of test, internal volume, overall ecodesign and energy label compliance pass / fail conclusions, declared and measured (24h and yearly) kWh consumption, energy label classes, status of cabinet: in storage/disposed of, list of any failure points);
 - Collated set of observations on any difficulties or queries with the test standard process or regulation;
 - Notes of any suggestions by the lab for improvement of the testing process, test standard and regulation;
 - Collated observations regarding circumvention and any recommendations on any known loopholes or other weaknesses in test standards or regulations;
 - Confirmation of which appliance(s) remain held in storage and any time or space restriction(s) on that storage. Also summary of disposal routes used for other units;
 - Annex including all individual appliance test reports.

Other requirements / assumptions

The tender is to meet the following requirements. Some of these are assumptions and if any change, the impact will be discussed in good faith with favoured bidders to agree a resolution before a contract is placed:

- a) **Quantity:** The agreement foresees the testing of between 30 and 70 household refrigerating appliances, tested in up to three batches (or four batches if number approaches 70 appliances) between November 2018 and June 2019. This timeline may change and any significant implications of changes to the timeline (e.g. of up to 3 months advance or delay) should be noted in the tender.

The final number of appliances to be tested per contract depends upon overall price, throughput capacity of labs and number of labs appointed. The final number and timing will be decided in discussion with preferred bidder(s) before placement of the contract(s).

- b) **Triple testing:** In some cases, three identical appliances may be tested in the same batch. Any cost savings in this case should be noted in the tender costing.
- c) **Compliance opinion:** The purpose of the testing is so that the Market Surveillance Authority can decide whether a particular appliance complies with the applicable energy label and Ecodesign legislation. Decisions will include considering the test report provided by the lab in line with the harmonised standard as part of these services.
- d) **Delivery:** The appliances to be tested will be delivered to the lab free of charge in original packaging, brand new. They will arrive either singly or in batches over a period of up to one month before the agreed testing batch is due to commence. Suitable arrangements to receive and verify receipt of the correct appliance (as per prior notice by PROSAFE) must be made by the lab. Appliances remain the property of PROSAFE or the authority providing them throughout, unless released for disposal.
- e) **Storage:** Appliances must be securely stored by the lab between their delivery to the lab (or an agreed facility) through testing and until collection by PROSAFE or permission is given by PROSAFE in writing for its disposal. Storage must be in a dry and temperature-controlled facility with controlled access by personnel. Appliance must be kept secure from tampering before and after testing. PROSAFE will ensure that, before the end of the contract, each appliance is either collected, approved for disposal, or a contract to extend storage is in place with the relevant authority. The cost of storage to the end of the testing contract should be included in the overall price and assume that no more than half of the appliances will be stored for more than 4 months after completion of their test. The cost of storage beyond the end of the testing contract will be agreed for use in a separate contract between the lab and the authority which supplied the cabinet(s).
- f) **Disposal or return:** Many appliances will be returned to suppliers, but some appliance(s) may be released for disposal by the lab after completion of testing. We request that this is done in a socially and environmentally responsible way such as through donation to a charity or worthy local cause, or at very least that the units are not wasted (for resource efficiency). Confirmation of disposal and route will be required as part of the final report. Proposals are invited on positive disposal and may be used in the assessment in the case of equivalent bids.
- g) The contract will operate under Dutch law.

5. Requirements for Lot 2: Professional refrigerated storage cabinets

Definition of scope of products, as per the EU regulations:

'professional refrigerated storage cabinet' means an insulated refrigerating appliance integrating one or more compartments accessible via one or more doors or drawers, capable of continuously maintaining the temperature of foodstuffs within prescribed limits at chilled or frozen operating temperature, using a vapour compression cycle, and intended for the storage of foodstuffs in non-household environments but not for the display to or access by customers

Products to be tested could include any cabinets within scope of the energy label regulation below plus could include refrigerator-freezers. This could include vertical and counter cabinets with up to and including 4 doors or up to 8 drawers (this has implications for the test rigs used for door openings).

Relevant EU Harmonised test standard:

EN 16825:2016 Commercial Service Refrigerated Cabinets and Counters intended for use in commercial kitchens Definition of performance characteristics and energy consumption.

[http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52017XC0210\(03\)&from=EN](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52017XC0210(03)&from=EN)

Relevant EU regulations:

COMMISSION DELEGATED REGULATION (EU) 2015/1094 of 5 May 2015 supplementing Directive 2010/30/EU of the European Parliament and of the Council with regard to the energy labelling of professional refrigerated storage cabinets.

COMMISSION REGULATION (EU) 2015/1095 of 5 May 2015 implementing Directive 2009/125/EC of the European Parliament and of the Council with regard to ecodesign requirements for professional refrigerated storage cabinets, blast cabinets, condensing units and process chillers.

And also:

COMMISSION REGULATION (EU) 2016/2282 of 30 November 2016 amending Regulations [...] (EU) 2015/1095, [...] with regard to the use of tolerances in verification procedures.

COMMISSION DELEGATED REGULATION (EU) 2017/254 of 30 November 2016 amending Delegated Regulations [...] (EU) 2015/1094, [...] with regard to the use of tolerances in verification procedures.

Required services

The task comprises the following services (consider in context of the other requirements / assumptions detailed below):

1. Host a visit of around 3-6 EEPLIANT2 staff to the lab facility, as part of final stage of assessment process. Will include discussions of technical testing and logistical, timing and capacity issues with lab staff. (This may be held jointly with a Lot 1 assessment if appropriate).
2. Appoint a primary contact person who has project management authority for the duration of the EEPLIANT2 project. Any change of appointed contact will be by agreement with EEPLIANT2 team. Work with EEPLIANT2 staff by email/phone to plan the preparation, testing and reporting programme to achieve a workable and smooth process.
3. Confirm that the cabinet matches the specification of the order and that it is undamaged. Take digital photographs of each appliance exterior and interior before testing to demonstrate it is undamaged, show the main physical features and show the rating plate. Label image files recognisably and/or provide an index of images that is searchable by brand and model number.
4. Participate in constructive discussions when project meetings are held at lab premises and occasionally by email or conference call with project participants regarding practical ideas for improvements to test method, equipment, processes, project plan and issues around circumvention (closing loopholes, addressing other weaknesses). This is to help maximise benefits of the project and to inform the project team efforts to positively influence future development of test method, regulation, market surveillance good practice and test lab capacity in the EU. These discussions may involve other participating lab(s) by arrangement.
5. Test each cabinet to the appropriate European standard and issue an individual report that meets the requirements of both the relevant standard and regulation(s), and according to the recommended reporting format. Reports must record which sections of the testing process were not carried out as agreed beforehand with EEPLIANT2. Reports should include a general photo of the cabinet and a photo of its rating plate. Note that:
 - The following sections of the test standard DO NOT need to be included in the tests carried out (no costs associated with these aspects should be included): Water vapour condensation test (sections 5.3.5 and 6.4.4); Load line and cabinet label marking durability (section 6.2).
 - Testing of heavy duty cabinets must include a temperature test at Climate Class 5. The price for this should be separately quoted and the quotation and estimates for throughput capacity should assume that 50% of cabinets are heavy duty.
 - As noted in the regulation, testing of cabinets declared as light duty is carried out at Climate Class 3 with energy consumption results subject to an adjustment calculation.
6. During the standard testing process, be vigilant for possible signs of circumvention of testing process by manufacturers. If suspicious activity is observed, then proposals for further investigation can be

discussed with the EEPLIANT2 participants and Market Surveillance Authorities - any additional investigation will be separately agreed.

7. For each cabinet tested, provide a separate short supplementary report that provides a professional view on whether the cabinet meets the requirements of each part of the regulatory requirements and an overall pass/fail opinion. This should include:
 - observations on circumvention review including a brief summary of the type of cabinet behaviour that was under scrutiny.
 - comparison table of parameters declared by supplier vs. measured in tests with comments on validity;
 - copies of any correspondence with supplier/manufacturer (note the confidentiality requirements above);
 - any other pictures of the cabinet and its test set up that are deemed useful.

Note: in all cases, the final decision on pass/fail is made by the relevant Authority.
8. Take digital photograph(s) of each cabinet exterior and interior as set up and ready for testing to show the setting within the lab, completed loading plan and any other key aspects of the test. Label image files recognisably and/or provide an index of images that is searchable by brand and model number.
9. Store each cabinet securely until the test report is accepted by PROSAFE. In case of queries about the testing or measurements, appliances may be needed for the meeting to discuss test results or to return them to the lab for further testing. Approval of the test report may take many weeks if queries have to be resolved with suppliers (contractual payments will not be affected by any such delay, as long as reports meet the stipulated requirements).
10. Host a meeting of EEPLIANT2 project team staff at or near the lab to discuss the results, the test reports and experience of the testing process. This should include observations from lab staff on difficulties, queries and suggestions to improve any aspect of the EEPLIANT2 project, testing process, test standard and regulation. The meeting will be held soon after completion of the first batch of tests. It would be helpful for full understanding, if necessary, to include a visit to the test chamber with an example appliance. This could involve up to 10 visitors and could be combined with Lot 1 reporting if appropriate.
11. Provide a final report on the testing process to include:
 - A detailed index table of the tests carried out (including model name/number, type of cabinet, number of doors, date of test, internal volume, overall ecodesign and energy label compliance pass / fail conclusions, declared and measured energy label classes, status of cabinet: in storage/disposed of, list of any failure points);
 - Collated set of observations on any difficulties or queries with the test standard process or regulation;
 - Notes of any suggestions by the lab for improvement of the testing process, test standard and regulation;
 - Collated observations regarding circumvention and any recommendations on any known loopholes or other weaknesses in test standards or regulations;
 - Confirmation of which cabinet(s) remain held in storage and any time or space restriction(s) on that storage. Also summary of disposal routes used for other units;
 - Annex including all individual cabinet test reports.

Other requirements / assumptions

The tender is to meet the following requirements. Some of these are assumptions and if any change, the impact will be discussed in good faith with favoured bidders to agree a resolution before a contract is placed:

- a) **Quantity:** The agreement foresees the testing of a total between 25 and 35 professional refrigerated storage cabinets, tested in one or two batches, or three batches if number approaches 35 cabinets, between November 2018 and June 2019. This timeline may change and any significant implications of changes to the timeline (e.g. of up to 3 months advance or delay) should be noted in the tender. The final number of appliances to be tested per contract depends upon overall price, throughput capacity of labs and number of labs appointed. The final number will be decided by discussion with preferred bidder(s) before placement of the contract(s).
- b) **Triple testing:** In some cases, three identical cabinets may be tested in the same batch. Any cost savings in this case should be noted in the tender.
- c) **Compliance opinion:** The purpose of the testing is so that the Market Surveillance Authority can decide whether a particular product complies with the applicable energy label and ecodesign legislation. This will be based upon the test report provided by the lab in line with the harmonised standard as part of these services.
- d) **Delivery:** The cabinets to be tested will be delivered to the lab free of charge in original packaging, brand new. They will arrive either singly or in batches over a period of up to one month before the agreed testing batch is due to commence. Suitable arrangements to receive and verify receipt of the correct product (as per prior notice by PROSAFE) must be made by the lab. Cabinets remain the property of PROSAFE or the authority providing them throughout, unless released for disposal.
- e) **Storage:** Cabinets must be securely stored by the lab between their delivery to the lab (or an agreed facility) through testing and until collection by PROSAFE or permission is given by PROSAFE in writing for its disposal. Storage must be in a dry and temperature-controlled facility with controlled access by personnel. Cabinets must be kept secure from tampering before and after testing. PROSAFE will ensure that, before the end of the contract, each cabinet is either collected, approved for disposal, or a contract to extend storage is in place with the relevant authority. The cost of storage to the end of the testing contract should be included in the overall price and assume that no more than half of the cabinets will be stored for more than 4 months after completion of their test. The cost of storage beyond the end of the testing contract will be agreed for use in a separate contract between the lab and the authority which supplied the cabinet(s).
- f) **Disposal or return:** Many cabinets will be returned to suppliers, but some cabinet(s) may be released for disposal by the lab after completion of testing. We request that this is done in a socially and environmentally responsible way such as through donation to a charity or worthy local cause, or at very least that the units are not wasted (for resource efficiency). Confirmation of disposal and route will be required as part of the final report. Proposals are invited on positive disposal and may be used in the assessment in the case of equivalent bids.
- g) The contract will operate under Dutch law.

6. Financial Proposal Requirements

The tenderer must quote all prices including VAT. PROSAFE is not able to recover VAT and does not accept the reverse charge method, hence all invoices must include a breakdown between the net amount, the VAT corresponding to the national rate and the final gross amount.

Terms of offer must be valid for acceptance (or negotiation) for at least 3 months from submission.

Invoicing will be upon completion of each batch of testing.

The tenderer is requested to quote prices in the following format:

For Lot 1: Household refrigerators

In order for pricing of tenders to be relatively simple whilst allowing EEPLIANT2 to set up contracts that deal the most efficiently with testing demands, we define the ‘Testing service’ as below so that the costs for support functions are distributed across the products tested. The ‘Testing service’ comprises:

- Planning of testing programme;
- Receipt of appliances and storage until test;
- Storage after test until disposal or end of contract (see assumptions above regarding this);
- Images of appliances
- Testing of each appliance as specified. Any significant differences in the price of testing to the different standards should be explained in the proposal and if necessary costed separately;
- Standard report as agreed but based on that in the harmonised standard (or as per foreseen standard for up to 10 appliances);
- Separate report on circumvention checks, compliance recommendation etc. as described in requirements section above
- Meeting to discuss results as per requirements above
- Final report

Item	Price (€)	Comment
Testing service if 10 appliances are tested (one batch)	[€ x] per appliance	Prices may be split by appliance type and/or by parameter and/or by standard if necessary. Price could be presented as percentage discount(s), if preferred.
Testing service if 11 to 20 appliances are tested (2 batches)	[€ x] per appliance	
Testing service if 21 to 30 appliances are tested (3 batches)	[€ x] per appliance	
Testing service if 31 to 40 appliances are tested (4 batches)	[€ x] per appliance	
Discount offered for 3 identical appliances in one batch	[€ x] reduction on testing service per trio of identical appliances	Discount may be split by appliance type if necessary
Cost for disposal of appliances	[€ x] per appliance	Note any caveats or variation by type, number etc.
Discount offered if testing is carried out for both Lot 1 and Lot 2 (if applicable to your bid)		Proposals are invited for a discount structure.

For Lot 2: Professional refrigerated storage cabinets

In order for pricing of tenders to be relatively simple whilst allowing EEPLIANT2 to set up contracts that deal the most efficiently with testing demands, we define the ‘Testing service’ as below so that the costs for support functions are distributed across the products tested. The ‘Testing service’ comprises:

- Planning of testing programme;
- Receipt of cabinet and storage until test;
- Storage after test until disposal or end of contract (see assumptions above regarding this);
- Images of cabinets
- Testing of each cabinet as specified;
- Standard report as agreed but based on that in the European standard;
- Separate report on circumvention checks, compliance recommendation etc. as described in requirements section above
- Meeting to discuss results as per requirements above
- Final report

Item	Price (€)	Comment
------	-----------	---------

Testing service if 6 cabinets are tested (one batch)	[€ x] per cabinet	Prices may be split by cabinet type if necessary. Price could be presented as percentage discount(s), if preferred.
Testing service if 7 to 15 cabinets are tested (2 batches)	[€ x] per cabinet	
Testing service if 16 to 30 cabinets are tested (3 batches)	[€ x] per cabinet	
Temperature test for heavy duty cabinet at Climate Class 5	[€ x] per cabinet	
Discount offered for 3 identical cabinets in one batch	[€ x] reduction on testing service per trio of identical cabinets	Discount may be split by cabinet type if necessary
Cost for disposal of cabinets	[€ x] per cabinet	Note any caveats or variation by type, number etc.
Discount offered if testing is carried out for both Lot 1 and Lot 2 (if applicable to your bid)		Proposals are invited for a discount structure.

7. Tender documentation

The tender should comprise:

- Separate, complete tender documentation for each Lot (bids for each Lot will be assessed separately; if/as necessary, this may mean including some identical text for both Lots).
- Brief overview of your organisation and/or consortium.
- Section confirming compliance with qualifying criteria which is headed ‘Qualifying Criteria’ and has sub-headings numbered as per section 3 of this specification (yes/no with explanatory sentence or short statement (if necessary) on each).
- Section confirming your understanding and acceptance of the Scope, Test Standards, Regulations, Required Services and Other Requirements / Assumptions for the Lot. With explanatory sentence / short statement on items if necessary (number sub-sections as per sections 4 and 5). Observations or comment on these are welcome in a short additional section, but the costing must be provided in line with the requirements.
- Section addressing the Assessment Questions as below, with sub-sections labelled as per the corresponding question letters (A, B, C etc).
- Financial proposal as per the table(s) in section 6 of this Specification. For fair assessment, please provide an offer for services as described in this specification.
- Section offering any additional information or observations on the proposed testing programme or price reduction options that may be relevant to planning and evaluation of offers.

Assessment questions

General questions applicable to both Lots (could be identical text response for both Lots):

- Team:** Please describe the staff/team who will carry out the work (number, individual experience, qualifications, involvement in development of test standards, technical product design consulting etc). Include a short summary CV of the lead technical expert(s).
- Management:** Please describe briefly how your organisation ensures that the systems that resulted in lab accreditation are implemented and maintained in daily work. Give a couple of examples of specific management practice that help to achieve this.
- Round robin:** Please describe any experience of participation in round-robin testing.

- D. **Cooperation:** Please indicate your experience of sharing experiences with other labs, cooperation, jointly developing good practice etc¹ - note that this aspect is desirable but not essential to success of the tender. This is especially relevant to prepare for the foreseen standard for domestic appliances. Note any areas for which commercial confidentiality may restrict sharing.
- E. **Storage:** Please indicate how you propose to store the appliances / cabinets securely and if restrictions on quantity or time apply.

Questions to be addressed separately for Lot 1 and Lot 2 (text tailored to each Lot is recommended):

- F. **Testing experience:** Please describe the experience of your team (collectively) of carrying out appliance / cabinet testing to the relevant standard(s) and compliance with regulations (quantity of tests to the relevant standard(s) in the past 5 years). Please provide a few images of appliances set up for test in your test room (anonymised as necessary), showing, e.g. for stand alone and built-in models external position for test, internal loading and door opening equipment if applicable. Please indicate if you have recent customer references that could be followed up as part of the assessment. Additional for Lot 1: it will be viewed positively if tenderers are able to demonstrate they have experience in testing according to IEC 62552-3:2015 which is the basis for the foreseen draft standard (Draft EN 62552:[2018/2019]).
- G. **Technical experience:** Please describe any technical experience of the team regarding interpretation of test results to infer behaviour of the appliance and its control system or development of standards. For example, any experience of applying knowledge to product development, development of test methodologies (which TC/SC and WG), screening for circumvention etc.
- H. **Optimising throughput:** What are your proposals on how to manage and optimise throughput capacity over your preferred phases of testing over the indicated period? Please indicate:
- i. How your staff and assets can be used to optimise throughput, given the staff resources, size and number of thermal chamber(s) and other equipment available to your lab (such as door opening rigs, quantity of M-packs etc.).
 - ii. The maximum number of professional storage cabinet tests and/or household refrigerator tests that can be ongoing at the same time (i.e. over the same day(s) of test). Note that this can exclude the physical process of set-up, which does not need to occur in parallel; and it should only assume use of resources that would be made available for this work (i.e. excluding staff or assets that are committed to other contracts during the required period).
 - iii. Approximately how many cabinets of a mix of types can be processed per week or per month; note any caveats on this and how long is needed between completion of one test and start of the next test set-up; and between end of a test and delivery of the test report.
 - iv. If there is a maximum number of cabinets total or per period that you would wish to impose or any other restrictions on capacity that PROSAFE should bear in mind for planning. These will not necessarily count against your bid and could help it if you indicate how they can be managed.
 - v. If proposing to carry out Lot 1 and Lot 2 testing, please describe if/how the joint testing work can be organised and phased to make best use of your resources and capacity, including how many cabinets can be processed in a given period.
 - vi. Any significant implications of changes to the timeline (up to 3-month delay or some acceleration).
- I. **Circumvention:** Please indicate how your team would screen for circumvention during the test of any given appliance/cabinet. Consider what types of behaviour or design aspects might indicate

¹ Although EEPLIANT2 cannot fund or coordinate a round robin test, it would view positively a coordination between labs to learn from these tests through sharing information and experiences.

circumvention. Proposals may be considered at a later stage for any additional test(s) or variations of the test method that could provide evidence of circumvention.

- J. **Reports:** Please provide a copy of your proposed standard reporting template and an example of a standard report from a previous test (anonymised/redacted as necessary).
- K. **Disposal:** Please indicate how you propose to dispose of cabinets responsibly.

8. Questions about this specification

Any questions of clarification or other queries about the tender requirements or specification must be submitted in writing to info@prosafe.org and copied to jeremy@taitconsulting.co.uk and sattali@sowatt.net with the subject header 'URGENT: Question for WP4/WP6 Tender'. Only questions submitted in this way can be answered, in fairness to all bidders.

Questions must be received by 10am CET Friday 18 May 2018.

Anonymised question(s) and response(s) will be circulated to bidders who have registered their interest and will be accessible on the EEPLIANT website via: <http://eepliant.eu/index.php/news>.

9. Tender and contract timeline

1. Tender published on EEPLIANT2 and PROSAFE websites on 16pm CET Monday 7 May 2018. All interested bidders that registered with PROSAFE beforehand will be notified directly by email at the same time.
2. Deadline for submission of questions about the specification: 10:00 CET Friday 18 May 2018.
3. **Deadline for electronic submission of tenders: 17:00 CET on Friday 1 June 2018.** Hardcopy tenders must be sealed and posted by 17:00 CET on Friday 1 June and arrive at PROSAFE offices at latest by 16:00 on Wednesday 6 June.
4. Tenders must be sent to the offices of PROSAFE Office **in hardcopy** (Avenue des Arts/Kunstlaan 41, 2nd floor, B-1040 Brussels, Belgium) and via email to info@prosafe.org with the subject header '[name of the laboratory] WP4/WP6 Tender' and copied to the relevant Activity Facilitator(s): for Lot 1, Sophie Attali (sattali@sowatt.net); for Lot 2, Jeremy Tait (jeremy@taitconsulting.co.uk).

Tenders received after the deadline will not be considered.

5. PROSAFE aims to notify preferred bidders by Friday 22 June.
6. Clarification of bid details and implementation options with preferred bidders during late June/July.
7. Lab visits as part of the assessment process to be held between 25 June and 6 July by mutual arrangement.
8. Successful bidders notified by end of July.
9. Contracts will be signed with the successful bidders during August.
10. Receipt of cabinets/appliances begins in October; testing commences November 2018 and is anticipated to extend to June 2019.

10. Assessment of tenders

The selection process will be as follows:

1. Screening of tenders for compliance with the qualifying criteria (any non-compliant rejected).
2. Assessment of qualifying bids based on the assessment criteria below leading to selection of preferred bidders.
3. Preferred bidders contacted to arrange a lab visit and discussion of the testing plan.

4. Assessment of tenders based on bid documents and visit results, for each Lot separately.
5. Review of any preferred bids that combine offers for Lot 1 and Lot 2, taking into account most advantageous delivery and best value overall.
6. Final selection of bidders and decision on number of appliances/cabinets to be tested and distribution between bidders.

The selection will be based on the following assessment criteria:

A. Technical quality and capacity:

- How convincing the proposal is of ability to carry out the programme of work to a professional quality and technically proficient standard;
- How convincing the proposal is of ability to manage a well-planned and timely throughput of testing to meet project needs;
- Quality and quantity of bidder's experience of similar work, for the organisation/consortium as a whole and for the named individuals;
- Quality and added value of responses to the questions of section 7;
- Outcomes of visit to the lab as part of the assessment process (impression of facilities, equipment, staff and capacity);
- PROSAFE's overall impression of the bidder's ability to undertake the job to a high standard and within the required timescale.

B. Overall value for money.

11. Standard terms and conditions for the contract

Please see the attached standard terms and conditions that will apply for the contract.

With best regards,



Nicolaas Olie

Executive Director

Disclaimer

This call for tender arises from the Action EEPLIANT2, which receives funding from the European Union's Horizon 2020 research and innovation programme under grant agreement number 752591.

The content of this call for tender represents the views of the author and it is his sole responsibility; it can in no way be taken to reflect the views of the *Executive Agency for Small and Medium Enterprises (EASME)* or any other body of the European Union. *EASME* does not accept responsibility for any use that may be made of the information it contains.