

REFERENCE NUMBER:

PG/PROC 773/25



**TITLE: RFQ FOR THE MAINTENANCE OF KOI POND
AT GNIEN L-ISKULTURA SANTA LUCIJA**

Date Published:

27th November 2025

Site Visit:

N/A

N/A

Deadline for Submission of Offers:

4th December 2025

at 23:45 hrs CEST

Project Green

Avenue 77, Triq Negoju, Zone 3
Central Business District, Birkirkara CBD3010
<https://projectgreen.mt>

Section 1: Instructions to Economic Operators

- 1.1 Response to this RfQ is to be submitted by email on the following email address:
Procurement.pg@projectgreen.mt
- 1.2 All submissions will be dealt with in strictest confidence.
- 1.3 Participation Fee is Free.

Note: The Contracting Authority shall reserve the right to accept or reject offers exceeding €5,000 exclusive of VAT.

Section 2: General Information

2.1 Purpose

The purpose of this RfQ is **the maintenance of Koi Pond at Gnien l-Iskultura, Santa Lucija.**

2.2 Scope and Terms & Conditions

Works shall be delivered at Gnien l-Iskultura, Santa Lucija, or as otherwise indicated by the Contracting Authority. The works are to be carried out in accordance with the technical specifications forming part of this RFQ.

The Contractor shall be subject to a penalty for delay of €50 per day inclusive of Saturdays, Sundays and Public Holidays for any delays over the period of performance stated above. The Contracting Authority reserves the right to terminate the contract without notice when the penalties reach a value amounting to 30% of the contract price.

2.3 Specifications

- 2.3.1 The main objective of this service is to ensure **clear water and a healthy environment for fish.**

Any materials/consumables required for the repair of equipment will be provided by Project Green upon necessary provided information (specifications of material/equipment). Labour costs for such repairs are to be covered by this procurement procedure.

The Technical specifications include, but is not limited to, the following:

- 2.3.2 This service agreement covers the routine maintenance and care of the pond located at Gnien l-Iskultura, Santa Lucija between the 1st of January 2026 and 31st March 2026.

Pond Cleaning and Maintenance

- Regular removal of debris, algae, and waste from the pond.

- Cleaning of pond filters, pumps, skimmers, and other related equipment.

Water Quality Management

- Regular testing and treatment of pond water to maintain optimal water quality for koi fish health.
- Monitoring of pH levels, ammonia, nitrates, and other relevant water parameters.
- Water will be provided by Project Green's reservoir, and the service provider shall inform Project Green if such reservoirs require any top up.

Fish Welfare

- Visual health checks on koi fish for signs of disease or distress.
- Reporting of any abnormal behaviour and fish mortality to Project Green. Service provider must suggest any changes to improve the health of Koi fish.
- Service provider shall take care of the disposal of dead fish. Prior disposal, service provider shall send a photo to Project Green.
- Reporting of any faults requiring replacement or repair.

Equipment Maintenance

- Inspection and minor maintenance of pumps, filters, UV clarifiers, and aerators.

General Observation and Reporting

- Regular updates on pond conditions, including relevant photos must be sent to Project Green.
- Immediate notification of any urgent issues that require additional attention.
- Monthly reports must be presented to Project Green including (but not limited to) relevant data and parameters, for internal data record-keeping and any future reference.

2.3.3 Other Conditions:

Service Frequency

- Maintenance services shall be carried out on regular basis, by maintaining the above-mentioned outcome.

Access to Site

- The service provider will be granted access to Gnien l-Iskultura, Santa Lucija to perform maintenance duties.
- Access to site before opening and after closing hours of the garden shall be requested and granted accordingly.
- Service provider shall inform Project Green in case of any works carried out early morning prior opening hours and after closing hours.

Payment Terms

- Payments shall be made on monthly basis, upon receipt of an invoice.

Liability

- The service provider shall take reasonable care during maintenance; however, they shall not be held responsible for any damage arising from unforeseen or uncontrollable events.

Health and Safety

- The service provider must ensure that all works are carried out in a safety environment for both the public and workers and must abide with all health and safety standards/regulations issued by the relevant authorities.

2.3.4 **A minimum of 9 hours per week is required for the mentioned works.**

2.3.5 Please note that Project Green officers may carry out spot inspections to ensure that the works are being conducted in accordance with the above specifications.

2.3.6 Please find below photo for reference purposes only:



2.4 Execution Period

2.4.1 The time-limit for the execution of the contract shall be twelve (12) months from the date of the Purchase Order.

Section 3 Financial Offer

3.1 Financial Offer

The Economic Operator shall fill-in and submit their offer by filling the Form marked as '[Financial Bid Form](#)'. The Contracting Authority reserves the right to disqualify bidders who fail to submit or provide all the requested information requested in the '[Financial Bid Form](#)'.

Economic Operators must quote all components of the price inclusive of taxes/charges, customs and import duties and any discounts BUT excluding VAT. VAT shall be paid in accordance with the current VAT regulations.

3.2 Criteria for Award

3.2.1 The sole award criterion will be the price. The contract will be awarded to the bidder submitting the cheapest priced offer satisfying the requested administrative and technical criteria.

The Contracting Authority reserves the right to accept or reject financial offers exceeding the estimated procurement value based on the current market rates.

The Contracting Authority reserves the right to disqualify offers received late even though they might be technically and financially compliant (please refer to the cover page of this RfQ for the respective deadlines).

Furthermore, the Contracting Authority reserves the right to refuse or cancel this RfQ, in part or in full, at its discretion without any obligation.

3.3 Clarification meeting / Site-visit

- 3.3.1 A clarification meeting/site visit will be held on Monday 1st December 2025 at 10:00am at the following location <https://maps.app.goo.gl/769NA1wuWHXaTjc27>.

Kindly inform us whether you will be attending the site meeting by latest Friday 28th November at 23:45hrs via email Procurement.pg@projectgreen.mt.

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