



INQUIRY
dated 31.10.2017

for the purchase of: Dry ice supply system – element of technological system – 1 piece.

1. The Ordering Party

3N SOLUTIONS Spółka z o.o.
ul. Złota 61/100
00-819 Warszawa
NIP: 521338807

2. General provisions

1. The present procedure follows the mode of enquiry, with protection of competitiveness, in connection with the project entitled “*Development of innovative MVC (medium voltage cleaning) technology for cleaning electric and power supply devices with medium voltage rating of up to 60kV*” within the Operating Program “Intelligent Development 2014-2020”, Action 1.2: “Sector R&D programs” – PBSE
2. The provisions of the 29 January 2004 Polish act on public procurement do not apply to the present inquiry.
3. The Ordering reserves the right to amend or change the inquiry prior to the deadline for submission of offers, and to cancel the procedure at any time, without justification. In case of cancellation of the procedure the Contractor shall have no right to claim anything from the Ordering.

3. Object of the order

Object of the order is the purchase of dry ice supply machine – element of technological system.

General requirements concerning the object:

The object should be made delivered to the Ordering within 14 days of execution of purchase agreement. The Object will be used by the Ordering for scientific research on the cleaning efficiency of medium voltage electric devices.

The Ordering requires that the device is equipped with a dry ice container and a gun connected therewith with a ¼” pressure hose. The input of the device shall also be equipped with a 1/4” connector that can be connected to the installation for generation/transport of pressurized air with a pressure of 15 bar.

The Ordering requires that the device is equipped with controls for supplied pressure and motor speed, and thus the controls of the volume of dry ice dispensed from the container to the hose equipped with gun.

The Ordering requires 24 months of warranty for the object of order covering any failure of the systems of the device.

The Ordering requires that the Supplier provides spare parts in the shortest possible period of time, in no case longer than 7 days, in case of failure of any of the systems of the object of the order.

Minimum parameters/specification of the object of order:

1. Dry ice supply system – element of technological system – 1 piece.

- condition: new
- dimensions (W x L x H) : 680mm to 750mm x 500mm to 550mm x 1050mm to 1150mm
- container capacity : 20 kg to 25 kg
- dry ice consumption : 30 kg/h to 32 kg/h



- air consumption : 10 m³/h to 12 m³/h for pressure range of 1.0 bar to 1.4 bar
- power supply: 230V/50Hz
- rated power: 700 W to 800 W

Name and code in the Common Procurement Vocabulary (CPV):
42000000-6 – Industrial machinery
42500000-1 – Cooling and ventilation equipment

If the object description includes: manufacturer, product names and quality standards they should be treated as aiding in the description of the object. In every case other products are also deemed acceptable, if they are equivalent in their design, materials, functionality, quality. If the description of the ordered object indicates any trademarks, patents or origin it should be understood that the indicated patents, trademarks and origins define technical, operating and maintenance parameters, which means that the Ordering accepts offers for that part of ordered objects that cover equivalent technical, maintenance and operating parameters.

The Ordering reserves the right to grant the Contractor selected in the competitive procedure additional procurements in the value that does not exceed 50% of the initial procurement, as agreed in the agreement concluded with the contractor, provided that such a procurement conforms to the object of the initial procurement.

4. Delivery terms

1. Order delivery date: within 14 days of execution of purchase agreement.
2. The Ordering reserves the right to change the delivery terms. New term shall be agreed upon consultation with the selected Contractor.

5. Place of order delivery

1. Place of delivery: 05-850 Ołtarzew; ul. Poznańska 398A

6. Conditions for the participation in proceedings and grounds for exclusion therefrom

1. The Contractors linked, either personally or by capital connection, with the Ordering are excluded from the procurement proceedings. The capital or personal links shall be understood as mutual connections between the Ordering or persons entitled to represent the Ordering, or persons who are connected with the preparation and conduction of procurement, and the Contractor, and in particular those connected with:
 - a) participation in the company as a partner of civil law partnership or partnership,
 - b) holding more than 5% of shares,
 - c) membership in supervisory or management boards, proxies and authorized representatives,
 - d) staying in such a legal or actual relation that could rise justified questions about impartiality in selection of contractor, and in particular those staying in marriage, kinship or direct or indirect affinity up to the second degree of affinity, custody, guardianship or adoption.

The Contractor is obliged to annex a declaration of lack of the aforesaid connections to its offer, as per the template in **Annex no. 2** to this inquiry.

7. Offer price calculation description

1. The Contractor is obliged to list price for object of order, as per offer form.
2. The price should be quoted in PLN or other currency. The price must include all the requirements of the present inquiry and all costs connected with timely and correct execution of the object of the order and conditions and guidelines of the Ordering that relate to the ordered object.
3. If the price is expressed in a currency other than PLN, it will be converted to PLN according to the average exchange rate of the National Bank of Poland at the date of publication of the inquiry.



4. There can be only one price for the ordered object, variant price offers are deemed unacceptable. All discounts, rebates shall be already include in price calculation, so that the calculated price for order delivery is the final price, with no need for the Ordering to recalculate or take other steps to determine it.
5. The offer price is a gross price for execution of object of the order.
6. The Ordering does not accept submission of partial offers or partial selection.

8. Description of the criteria that the Ordering will use to select the offer, together with weight of these criteria

1. Offer evaluation criteria:

- a) **Gross price** – point value 100 points (100%)

The number of points awarded for the “Gross price” criterion is calculated from the following formula:

$$\frac{\text{Lowest gross value of all offers submitted}}{\text{Gross value of the respective offer}} \times 100$$

2. The total offer evaluation includes sum of points awarded to the offer for the Gross price criterion. The points will be calculated with precision to a hundredth of point, with generally applicable rounding principles.
3. The Ordering will grant the order to the Contractor whose offer meets all the requirements of the present inquiry and is deemed the most attractive in the aforesaid criterion – with highest number of points awarded.
4. Shall the selected Contractor refuse to sign an agreement the Ordering may conclude the agreement with the Contractor who meeting the requirements of the inquiry was awarded the next highest number of points.
5. Shall the Ordering be unable to select the most attractive offer due to the fact that there were offers submitted with identical number of points, the Ordering will summon the Contractors who submitted these offers to submit – within the deadline set by the Ordering – additional offers. Contractors placing additional offers may not offer prices that are higher than those offered in their initial offers.

9. Offer preparation

1. Annex the following to the “Offer form” that forms the **Annex no. 1** to the present inquiry:
 - a) Declaration of no personal or capital connection between the Contractor and the Ordering that forms the **Annex no. 2** to the inquiry.
2. The offers should be submitted in person, or by mail to the corporate headquarters: 3N SOLUTIONS Spółka z o.o. ; ul. Złota 61/100; 00-819 Warszawa or e-mailed to the following e-mail address: lukasz.dlubak@3ns.com.pl
3. Placing of offer does not form any obligation between the parties. The offers are prepared on Contractor’s expense. Only one offer can be submitted by each of the Contractors.

10. Place and date for offer submission, contact person

1. An offer conforming with the annexed form and the present inquiry shall be submitted no later than on 07.11.2017.
2. Offers submitted after that date will not be considered.
3. Contractor contact person: Łukasz Dłubak; tel. : 691 320 883, email: lukasz.dlubak@3ns.com.pl
The Ordering may require the Contractors to submit explanations pertaining to the content of their offers during their examination and evaluation.

11. Conditions for amendment or change of agreement



1. The Ordering accepts the possibility of introduction of significant changes and amendments to the agreement concluded with the selected Contractor, in comparison to the offer that formed the ground for selection of the Contractor.
2. Agreement amendments and changes are deemed acceptable, and in particular those resulting from:
 - a) changes and amendments in regulations, provisions and other documents, including the documents of the Operating Program Intelligent Development 2014-2020;
 - b) changes in remuneration (changes in the applicable VAT rate);
 - c) external factors that were independent from the Ordering and the Contractor
 - d) justified changes in order execution
3. The Ordering also reserves the right to change the order execution term.

12. List of Annexes

1. **Annex no. 1** – Offer form;
2. **Annex no. 2** – Declaration of no personal or capital connections between the Contractor and the Ordering.



Annex no. 1 – Offer form

.....
Stamp of the Contractor

.....
Place, date

OFFER

Contractor Details

Name and surname/Corporate name.....

Address

NIP (VAT No.)..... REGON (Stat. No.).....

Nr KRS (Reg. No.).....

Tel./Fax.

E-mail address.....

In reply to the inquiry of 31.10.2017 we submit the following price offer:

| Item description | Purchase price | Net value | VAT rate | Gross value |
|--|----------------|-----------|----------|-------------|
| Dry ice supply system – element of technological system – 1 piece | | | | |
| | | | | |
| Total: | | | | |

We declare that we read and understood the conditions of the inquiry and have no reservations towards it and we gathered all the information and explanations required to prepare our offer.

We declare that we are bound by the present offer for calendar days, starting on the final date for offer submission.

We declare that in case of selection of our offer by the Ordering we do undertake to sign an agreement within the date and in the place indicated by the Ordering.

We declare that the object of this offer meets the specification indicated in the inquiry (item 3 of the inquiry).

.....

(Stamp and signature of the Contractor)



Annex no. 2 – Declaration of no personal or capital connections between the Contractor and the Ordering.

.....
Stamp of the Contractor

.....
Place, date

Declaration

In connection with the inquiry of

I, the undersigned
(name and surname of person authorized to represent the Contractor)

acting for and on behalf of:
.....
(Contractor details – full name and address of the company)

declare that:

The contractor has no links, either personal or capital, with the Ordering, that is there are no capital or personal links understood as mutual connections between the Ordering and its authorized representatives, or persons who perform actions connected with preparation and execution of the procurement procedure, or execution of the agreement concluded with the Contractor, by or on behalf of the Ordering, and in particular those relating to:

- a) participation in the company as a partner of civil law partnership or partnership,
- b) holding more than 5% of shares,
- c) membership in supervisory or management boards, proxies and authorized representatives,
- d) staying in such a legal or actual relation that could rise justified questions about impartiality in selection of contractor, and in particular those staying in marriage, kinship or direct or indirect affinity up to the second degree of affinity, custody, guardianship or adoption.

.....
(Stamp and signature of the Contractor)