



Fundusze Europejskie
Program Regionalny



Unia Europejska
Europejski Fundusz
Rozwoju Regionalnego



Wojkowice, 10-05-2016

INQUIRY NO 1-2016

for the project: "Increase the competitiveness of companies through the implementation of an innovative process for producing short series of unusual metal parts using an innovative laser fiber, CNC software, strip accumulator, press brake and turning lathe."

I. BUYER

„PROFIL” Grzegorz Rauk, Ewa Niepsuj Spółka Jawna
Wojkowice (42-580), Fabryczna 1
NIP: 6491007290, REGON: 272486948, KRS: 0000025505

II. PLACE AND CONDITIONS FOR MAKE AN OFFER

1. The offer should be made no later than 28-05-2016

- electronically as a signed scan sent to: email address: grauk@profil-wojkowice.pl.
- important is a date of receipt the offer to Buyer's email – box, sent as a signed scan to: grauk@profil-wojkowice.pl.
- important is a date and the hour of receipt the offer to Buyer's email box.

2. Offers made after the deadline will not be considered.

3. An offer must be written in Polish or English.

4. There must be indicate a currency, in which the price was defined.

5. The offer should contains at least:

- a) contact details of the Contractor,
- b) the reference to the evaluation criteria indicated in inquiry,
- c) the date of the offer and the deadline of the offer,
- d) a statement about the lack of connections with the Buyer in a range described in the "Exclusions" of Inquiry;**
- e) Contractor's signature

Offers not contained data indicated in points from a) to e) – will be rejected due to formal reasons.

6. During making an offer you can use an offer form , being an attachment to Inquiry (Offer Form).

7. The contractor can make only one offer, which can be changed or recalled before the deadline.

8. The settlements between the Buyer and the selected Contractor will be conducted in Polish zloty (PLN) or in foreign currency. In case of offers made in a foreign currency, conversion to PLN will be according to average exchange rate of NBP (Polish National Bank) from the date of price offer, i.e. 28-05-2016.

III. CONTACT PERSON

Grzegorz Rauk, tel. 32 769 62 00 e-mail: grauk@profil-wojkowice.pl

The rule of written contacts (email, official letter) is in force.



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IV. PLACE OF CONTRACT

„PROFIL” Grzegorz Rauk, Ewa Niepsuj Spółka Jawna
ul. Fabryczna 1
42-580 Wojkowice

V.OBJECT OF ORDER

1. Object of order is buying a horizontal accumulator with rotating table.
2. A detailed description of the contract has been defined in the Specification of Inquiry being an attachment to Inquiry No.1-2016,
3. Partial bids are not allowed.
4. Variants bids are not allowed.

VI. CPV CODE

CPV Code for the object of order: 31720000-9 Electromechanical devices.

VII. SCHEDULE

1. There are no plans to split the order into stages. **Lad time: from the date of the order to no later than 31-03-2017.**
2. The Contractor is in forced to sign an agreement with the Buyer within 30 days from the date of receipt it from the Buyer. In case of not to keep this term, Buyer may consider that the Contractor fails to conclude a contract.

VIII. CONDITIONS OF CHANGE THE CONTRACT

The Buyer reserves the right to make changes in the contract concluded with the Contractor, who will be selected as a result of the proceedings. Possible changes of the contract will be concluded in a written annex, and additionally they can be made due to:

- reasonable changes in the range and manner of execution of the contract,
- objective reasons beyond the control of Buyer and Contractor,
- circumstances resulting from force majeure,
- changes in the law regulations.

IX. EVALUATION CRITERIA AND DESCRIPTION OF THE ALLOCATION OF SCORING

1. Evaluation criteria for offers are:
 - a) **Price offer (C)** understood as a net price of the object of order. The price is to include a realization of orders' object and includes all costs directly associated with it.
 - b) **Lead time (T)** understood as the shortest term of the contract. Lead time is determined in calendar days.
2. Buyer will choose the best offer according to point system (up to 100 points - weight 1):
 - a) **Price offer (C) max 85 points**



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The Contractor who offered the lowest price will get 85 points. For other Contractors score for this criterion will be calculated according to formula:

$$C = (\text{the lowest price /price offer defined in considered offer}) \times 85 \text{ point}$$

b) Lead time (T) max 15 points

The Contractor who offered the shortest term of the contract receives 15 points (weight 1). For other contractors score for this criterion will be calculated according to formula:

$$T = (\text{The number of days the order deals with the shortest term of the contract / The number of days the order deals defined in considered offer}) \times 15 \text{ point}$$

3. The best offer will be that offer which will receive totally the highest quantity of points from all evaluation criteria.
4. If the contractor whose offer has been chosen refuses to conclude the contract, Buyer can choose the most favorable offer from the other left offers.
5. Buyer is not in force to conclude the contract with chosen Contractor despite to make a best offer from him from all of offers, even if the offer meet the requirements indicated in this inquiry.
6. This offer procedure may be revoked, terminated without selecting contractors, as well as canceled both before and after the selection of the best offer, without giving any reason.

X. EXCLUSIONS

With the participation in the proceedings are excluded entities that are associated with the Buyer personally or financially.

Through capital or personal holdings is understood interactions between Buyer or the persons authorized to incur a liabilities on behalf of Buyer or persons performing on behalf of Buyer activities related to the preparation and the procedure for selecting the contractor, and the contractor, in particular by:

- participation in the company as a partner of civilpartner or partnership;
- hold participations or at least 10% of the shares;
- role as member of the supervisory or management proxy, the proxy;
- remaining married in consanguinity or affinity in a straight line, consanguinity or affinity of the second degree in the collateral line or by adoption, guardianship or custody.
- consanguinity or affinity in the collateral line to the second degree or by adoption, guardianship or custody.

Grzegorz Rauk
„PROFIL” Grzegorz Rauk, Ewa Niepsuj
Spółka Jawna

Attachements:

1. Offer form No.1-2016
2. Specification to Inquiry No. 1-2016



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