

**Information about announcement**

POIR.02.03.05-IP.03-00-001/18

**Order title**

Purchase of injection moulds

**Deadline of submitting offers**

10.08.2019

**Deadline of submitting offers**

10.08.2019

**Announcement number**

22016

**Place and method of submitting offers**

1) The offer can be delivered to the Awarding Entity using one of following methods (selection):

- via e-mail to the address: d.sloma@afinia.pl, l.bialecki@afinia.pl, a.mikolajczak@afinia.pl, or kontakt@afinia.pl
- via mail or courier package delivery to the Awarding Entity's address: ul. Zakrzewskiego 14B, 61-693 Poznań, Poland
- In person to the Awarding Entity's headquarters at ul. Zakrzewskiego 14B, 61-693 Poznań, Poland

- 2) The date of submitting offers expires on 10.08.2019 (the date of receiving the offer is decisive). Offers submitted after this date will not be reviewed.
- 3) Offers submitted after this date will not be reviewed regardless of the cause of a delay and will be immediately sent back to the Contractors (the date of receiving a paper offer or mailing message is decisive).
- 4) The Contractor is bound by the offer for a period of at least 30 days.
- 5) The progress of date of binding with the offer commences at the expiration of offer submission deadline.
- 6) The offer should be drawn up in a written form under the pain of invalidity. The offer should be drawn up using a typewriter, computer or other permanent and legible technique.
- 7) Each Contractor can submit only one offer.
- 8) In the scope of subject matter of the order, the tenderers are obliged to present Annex no. 1 "Offer form".
- 9) The offer and all Annexes must be signed by persons authorised to represent the Contractor in legal trading.
- 10) The Contractor bears all costs related to familiarising with the subject matter of the order, as well as drawing up and submitting an offer, regardless of the result of proceeding.
- 11) The contents of offer must correspond to the contents of offer query.
- 12) By joining the proceeding to grant order, the Contractor unconditionally accepts the conditions of order determined in this offer query.
- 13) No possibility to submit partial offers.

**E-mail address, to which offers should be sent**

kontakt@afinia.pl

**Person to contact regarding the announcement**

Łukasz Białecki 664992100 l.bialecki@afinia.pl

**Phone number of person authorised to contact regarding the announcement**

664992100

**Short description of order subject matter**

Purchase of a set of steel moulds intended for production of all elements of housing of a new absorber, i.e. covers, bottom of housing, and filter drawer, using the injection technology. The moulds should be made on the basis of design documentation forwarded by the Afinia Company. The task should be carried out under the execution of project titled: "Elaboration and implementation of a new template design of a significantly improved under-counter nail dust absorber in the Afinia Company".

**Announcement category**

Delivery

**Announcement sub-category**

Services other

**Place of order execution****Voivodeship**

Wielkopolskie

**District**

Poznań

**City**

Poznań

**Description of order subject matter****Purpose of order**

Purchase of a set of steel moulds intended for production of all elements of housing of a new absorber, i.e. covers, bottom of housing, and filter drawer, using the injection technology.

**Description of order**

Purchase of a set of steel moulds intended for production of all elements of housing of a new absorber, i.e. covers, bottom of housing, and filter drawer, using the injection technology. The moulds will be made on the basis of design documentation forwarded by the Awarding Entity, which was prepared during a design process under the project. The moulds will be equipped with all necessary optional accessories and will be ready to be installed on an injection moulding machine.

**CPV code**

CPV CODE: 43415000-5

**Code name:** Casting moulds

### **Order execution schedule**

The works to make steel moulds in the subject matter of order should be carried out by 29<sup>th</sup> February 2020.

### **Annexes**

- 1) Annex no. 1 Offer template in PL
- 2) Annex no. 1 Offer template in EN
- 3) Annex no. 2 Offer query in EN
- 4) Annex no. 3 Mould design

### **Conditions of participating in the proceeding**

#### **Permissions to perform a determined business activity or action**

In the proceeding to receive the order can participate only those Tenderers, who at the date of submitting an offer to the Awarding Entity run an active business activity that is not in the period of suspension or period of bankruptcy proceeding.

**Condition meeting evaluation method: The Contractor's declaration that constitutes as an element of the offer form.**

#### **Knowledge and experience**

The Contractor should possess knowledge and experience that will allow him to correctly perform the subject matter of the order. This condition is considered to be fulfilled if the Contractor submits an appropriate declaration constituting as Annex no. 1 that he possess knowledge and experience that allow him to correctly perform the subject matter of order, which is included in the contents of offer form constituting as Annex to this Announcement.

Condition meeting evaluation method: The Contractor's declaration that constitutes as an element of the offer form.

#### **Technical potential**

Contractors, who have at their disposal appropriate technical potential necessary to correctly carry out the Order can apply for the provision of order.

Condition meeting evaluation method: The Contractor's declaration that constitutes as an element of the offer form.

#### **Persons able to perform the order**

The Contractor should employ persons able to correctly carry out the order. This condition is considered to be fulfilled if the Contractor submits an appropriate declaration constituting as Annex no. 1 that he employs persons able to carry out the subject matter of order in correct way, which is included in the contents of offer form constituting as Annex to this Announcement.

Condition meeting evaluation method: The Contractor's declaration that constitutes as an element of the offer form.

### **Economic and financial situation**

At the moment of submitting the offer, the Tenderer runs an active business activity that is not in the period of suspension or period of bankruptcy proceeding. Fulfilment of this condition should be documented in the form of a delivery of valid registry documentation of the Company (e.g. National Court Register, CEIDG (Central Registration and Information on Business), or other register).

In addition, the fulfilment of the condition will be verified by a signed declaration, which is a part of the offer form.

#### **Additional conditions**

- 1) In the agreement with selected Contractor will be included records in the scope of confidentiality rules, in particular: "During the execution of the subject matter of the Agreement, as well as after its cessation, the Contractor shall oblige to keep in secret all expressly indicated technical, technological, organisational, or other information that possess an economic value (Confidential Information), with which he shall familiarise or which he shall receive from the Awarding Entity in any form during and in relation to the execution of the subject matter of the Agreement with the exception of publicly known and well known information."
- 2) Only the Tenderers, who do not have interpersonal or capital relations with the Awarding Entity can participate in the proceeding to receive the order. The interpersonal or economic relations should be understood as mutual relations between the beneficiary or persons authorised to make commitments in the name of beneficiary or persons carrying out activities related to the preparation and execution of the Contractor selection procedure on the behalf of beneficiary and the Contractor, in particular consisting of:
  - a. participation in Company as a stakeholder of civil or partnership company,
  - b. possession of at least 10% of shares or stocks,
  - c. acting as a member of supervisory or management authority, proxy, or representative,
  - d. staying in a marriage, relationship or kinship in a straight line, relationship or kinship in a collateral line to the second degree, or in an adoption, care, or guardianship relationship.

The Contractor documents the fulfilment of the above condition with a declaration, the template of which constitutes as a part of the offer form.

### **Agreement change conditions**

The Awarding Entity reserves the ability to change the scope of agreement concluded with entity selected as a result of conducted proceeding only in the form of a written annex due to the following reasons:

- justified changes in the scope and method of carrying out the subject matter of order,
- objective reasons not attributable to the Awarding Entity or the Contractor,
- circumstances of force majeure,

- changes of legal regulations in force at the date of signing the agreement,
- reception of decision of entity financing the project, which contains changes of the scope of tasks,
- dates of execution or determining additional provisions, to which the Awarding Entity will be obliged.

Such changes will be approved only under the condition of the Contractor submitting a written application and the Awarding Entity approving the said application and their implementation will require a written form under the pain of invalidity.

#### **List of documents/declarations required from the Contractor**

- 1) Filled out and signed Annex no. 1 Offer template
- 2) Valid Company documentation (e.g. National Court Register, CEIDG (Central Registration and Information on Business, or other register).

#### **Offer price**

Evaluation criteria and description of method of allocating scores

The Awarding Entity will choose the most favourable offer based on the following criteria:

A)

Criterion No. 1 : NET PRICE of Mould (P1) (60% of evaluation weighting) - calculated according to formula:

$$P1 = (Cn / Cr) \times 60$$

where:

P1 – number of points in criterion 1 granted to the reviewed Contractor for price from offer

Cn – lowest net price for a set of moulds

Cr – lowest net price for a set of moulds in the reviewed offer

60 – weight of criterion

Net price expressed in PLN is a net lump-sum price, which means that the offered price includes all necessary components covering all price positions of the Tenderer necessary to correctly carry out the subject matter of order.

Criterion No. 2 : ORDER SUBJECT MATTER EXECUTION DATE (P2) (40% of evaluation weighting) - counted as a number of calendar days from the date of submitting an offer, in which the Tenderer declares readiness to execute (i.e. deliver) the order - calculated according to formula:

$$P2 = (Dn / Dr) \times 40$$

P2 – number of points in criterion 2 granted to the reviewed offer

Dn – date of the shortest offer from all offers expressed in calendar days

Dr – date of reviewed offer expressed in calendar days

40 – weight of criterion

Total evaluation of reviewed offer (P) :

$$P = P1 + P2$$

Maximum number of 100 points is granted to the offer with the highest evaluation score.

B) The Awarding Entity will choose the most favourable offer on the basis of evaluation criteria of offers determined in this offer query. All offer selection criteria should be referenced in the offer.

### **Exclusions**

From participation in receiving the order will be excluded Tenderers, who:

- a. have submitted the offer after the deadline indicated in the proceeding,
- b. have submitted the offer in an incorrect way or signed by a person, who is not authorised to represent the Tenderer,
- c. have submitted an incomplete offer or offer without required annexes,
- d. have submitted the offer on an incorrect offer form,
- e. have interpersonal or economic relations with the Awarding Entity.

Under this proceeding, the Awarding Entity does not allow the acceptance and granting the approval to submit and carry out the order in a partial or variant way to any Tenderer.

### **Awarding Entity - Applicant**

#### **Name**

AFINIA Mirosław Szmelter Łukasz Białecki Spółka Cywilna

#### **Street**

Konfederacka 4a/14, 60-281 Poznań, Poland

#### **VAT identification number**

7792414139