

No. BBS/WP8/5/2017

Barlinek 17/08/2017

Invitation to submit the tender

ORDER NAME:

Manufacturing and delivery of the components necessary for the construction of the pilot line.

1. INTRODUCTION

The company Barlinek Inwestycje Spółka z o.o. provides comprehensive processing of round lumber with the production of the finished floors intended for use in accommodation as well as public facilities. Under the project implementation shall request for proposal.

2. THE PURPOSE OF THE REQUEST FOR PROPOSAL.

The purpose of the proceedings is to identify one supplier: consultancy services and contractor of elements for the construction of a pilot line for testing in conditions similar to real solutions and improvements resulting from the research and development projects undertaken under the project "Improving the efficiency of the use of the production processes in industry" co-financed under the Biostrateg programme.

3. THE SUBJECT MATTER OF THE CONTRACT

3.1. The subject of the request for proposal is:

Task 1) Manufacturing and delivery (from 1 to 4) set of device(s) for mixing, dispensing and application of the filler compound .

Task 2) Manufacturing and delivery the machine for smoothing and hardening of the surface of the two-component filler compound UV.

3.2. To perform the contract 1 to 2 contractors are to be selected, responsible for the implementation of the implementation and delivery of the chosen elements for the construction of the pilot line. In the event a consortium submits a tender, only the consortium's leader shall be subject to the examination of potential.

3.3. In the attachments no. 1 to 3 to this request, there is the general description of the subject of the contract.

4. CONTRACTOR SELECTION PROCEEDINGS

4.1. Those entities, which meet the formal criteria and oblige to maintain the business confidentiality by signing the NDA, will be allowed to participate in the proceedings.

4.2. The detailed technical specification, being the base for the submission of the price offer, will be made available to tenderers immediately upon the receipt of originals of: declaration referred to in point 5.1.1.1 and signed NDA.

4.3. Tenderers shall send an offer with a description of the manner of performance of the contract and the implementation price of the subject of the contract broken down according to tasks, within the time limit set in the technical specification, however, no later than in 7 days of the receipt thereof.

5. THE CRITERIA FOR THE EVALUATION AND SELECTION OF THE OFFER

5.1. FORMAL

5.1.1. In proceedings can participate every tenderer satisfying the following conditions:

5.1.1.1. No premises laid down in article 24 of the Public Procurement Law apply to such party and they are able to perform the contract (based on the declaration).

- 5.1.1.2. In the last three years (2013-2016), they have realized at least three contracts with a value of not less than 0.2 million Euro each, with the scope close to the subject of the contract,
- 5.1.1.3. Holds the proof of civil liability insurance in respect of the current business for the amount of at least 0.2 million Euro.
- 5.1.1.4. Continuously carries on business activity in an area relevant to this contract (design, technology supply for the wood industry) for at least 5 years.
- 5.1.2. The offer meets the criteria set out in Annexes no. 1 or 2 or 3 and in the *detailed technical specification* received after the submission of the confidentiality agreement.
 - 5.1.2.1. In case of doubt whether the offer technical specification conditions are met as part of the task 2, the Contracting Entity reserves the right to request additional explanations, including the confirmation that the **durability/performance/quality criteria** are met, by requesting to provide technical documentation or to test the elements to confirm the tenderer's declaration.
 - 5.1.2.2. Will agree to make the offered equipment **available** at the Contracting Authority's premises for the **duration of the tests** and the evaluation of the quality of work (examination of the merits). The unit will be delivered to min. 20 consecutive working days, no later than **06.11.2017** (the deadline may change as a result of ongoing negotiations).
 - 5.1.2.3. In the event of refusal to provide the technical documentation of elements or to make the equipment available for tests in a time determined by the Contracting Entity, or the latter finds significant differences between the description of the offer and specification, including those related to **durability/performance/quality** of elements, **the Contracting Entity reserves the right to reject the offer citing non-compliance of the offer with specification.**

5.2. SUBSTANTIVE

Criterion	Price	Minimum warranty period:
Max point amount	Max 70 pkt.	Max 30 pkt.
Benchmark	The most attractive offer gives the highest point value. Other offers give proportional a lower point values to the most attractive offer.	6-11 mounts: 0 pkt. 12-17 mounts: 10pkt. 18-23 mounts: 20pkt. 24 and more: 30pkt.

6. PERSONS AUTHORISED TO CONTACT THE TENDERER.

6.1. The persons authorised to contact the Tenderer are:

- Piotr Hoffmann, Piotr.hoffmann@barlinek.com.pl - in the substantive scope
- Tomasz Ksyta – tomasz.ksyta@barlinek.com.pl – in scope of proceedings and tendering and substantive scope

7. ASSESSMENT OF TENDERS

The selection of the tenderer will be made on the basis of the largest quantities of obtained points in accordance with the model.

The final mark = $\sum P(k)$

$P(k) = M(k1) + M(k2)$ where $M(kn)$ is the number of points in the criterion,

7.1 THE METHOD OF ASSESSMENT OF THE OFFER

7.1.1 Formal assessment

7.1.1.1 Formal assessment is made on the basis of the transmitted form of the offer. The offer of a contractor not meeting the conditions for participation in the proceedings is rejected.

The Contracting Entity reserves, in the course of the evaluation of the offer, the right to check the credibility of submitted by the tenders documents, lists, data and information.

8. DATE AND PLACE OF PROPOSALS

The offer in the form of scan should be sent to this email address: offer@barlinek.com.pl

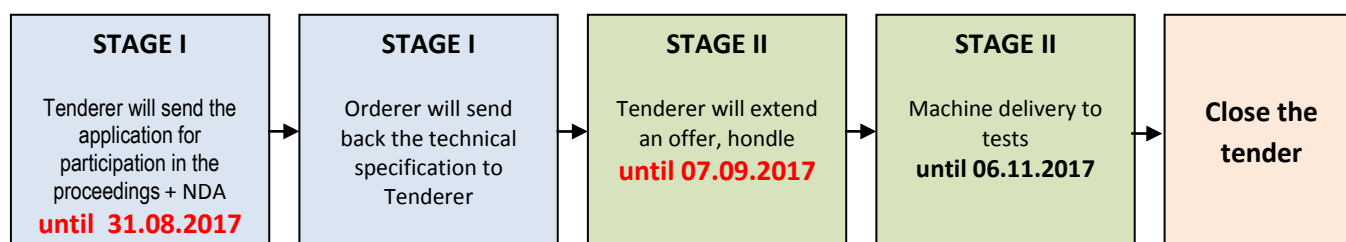
and by mail to the following address:

BARLINEK INWESTYCJE Sp z o.o.

ul. Przemysłowa 1

74-320 BARLINEK

The deadline for submission of tender is August 31st. 2017



Rys. 1 Tender stages

9. THE METHOD OF PREPARATION OF THE OFFER

9.1. Application for participation in the proceedings:

- 9.1.1. Entities wishing to submit a tender in the proceedings are required to send the application form together with a declaration attached as Annex 1 and the confidentiality agreement.
- 9.1.2. The offer must be submitted no later than by the date specified in point 8. The offer must be prepared in the form of **paper documents** and **sent in the form of scan** containing the signature, to the email address indicated above and it should be delivered in the paper form to the address shown above. The date of receipt of electronic version determines the validity of the offer.
- 9.1.3. The offer, which will not be sent in paper form within 7 days of receipt of electronic version, may remain not considered.
- 9.1.4. No documents included in the offer, including those presented in the form of the originals shall not be returned by the Contracting Entity. The tenderer shall bear all expenses related to the preparation of and submitting a tender.
- 9.1.5. The offer should include:
 1. date of preparation,
 2. name and address of the tenderer,
 3. A list of references and documents confirming the experience in performance of contracts with similar scope for the wood industry businesses (e.g. KRS, CEIDG, etc.)

4. the term of performance of the entire contract,
5. The price offered for the entire contract (broken down by tasks).
6. Signature of tenderer (representative)

10. THE TENDER VALIDITY PERIOD

The tenderer remains bound by their offer for **90 days**. The tender validity period commences on the final date for submission of tenders.

11. NOTICE OF SELECTION

The successful tenderer of the election of his tender will be notified by email or telephone in the recorded time period within 7 days after the end of the evaluation of the tenders.

Estimated date of tender decision: till 31.12.2017.

12. PAYMENT TERMS:

- 12.1. No prepayments/down payments are provided for.
- 12.2. If a prepayment is necessary, it must be secured by the Supplier with a Bank Guarantee with the following wording: „*This guarantee is irrevocable, unconditional and payable on first demand*”.
- 12.3. A contract will be signed with the selected contractor. The Contract Specification (and / or GENERAL CONDITIONS OF IMPLEMENTATION OF CONTRACTING) is available upon request prior to the settlement of the proceeding. Contract terms may change during commercial negotiations. Changes can not lead to substantive changes or worsening of the submitted offer.

13. ADDITIONAL WORKS:

In connection with the innovative nature of the order, the Contracting Entity envisages the possibility to **order the performance of additional work** (not included in this specification) without the need to carry out the procedures again. The scope of the additional work may concern each scope of work related to the construction or functioning of the pilot line, including in particular the exchange and/or adapting its individual elements to the results of the tests and further research. It is expected that the cost of the additional work will not exceed a total of 50% of the costs of this contract.

The Contracting Entity reserves the right to cancel the proceedings without providing any reasons at any stage of the selection of the contractor.

Task 1) Manufacturing and delivery set of devices for mixing, dispensing and application of the filler compound (a set of pumps, mixer(s), connecting hoses, guns for application equipped with static agitators and a control system.

1. The Contractor undertakes to deliver, install and put into operation the elements for the construction of the pilot line for **cleaning and filling 3-layer planks**, taking into account the results of the research work of Orderer.
2. The detailed technical specification of pilot line elements will be transferred after signing the confidentiality agreement. The Contracting Entity reserves the right to carry out the tests of technologies proposed by the Contractor for compliance with technological requirements resulting from the research carried out.
3. The Contracting Entity declares that each of the elements provided will be permanently installed in the pilot line.
4. The Contractor shall manufacture and deliver the following pilot line elements in accordance with the results of the research and development works provided by the Purchaser:

The machine removing from the wooden elements the dust and sawdust remaining after milling/cleaning with cutting tools (drills, cutters)

5. The supply of the above elements for the construction of the pilot line will be within the time limit indicated in the tender. Takeover of the subject of the contract will take place in two stages:
 - Quantitative takeover – at the time of application for delivery and after the delivery, at Contracting Entity premises
 - qualitative takeover - at the time of installation and running whole or part of the pilot line by the Tenderer.
6. For receiving the subject of the contract and preparation of any comments and objections is the responsibility of the Project Manager. Disregarding of the comments or necessary amendments or their execution after the time limit indicated by the Contracting Entity will declare default order and the same suspension of payments.
7. **Payment** for the implementation of tasks is made via transfer based on properly issued invoices within the time limits specified in the accepted tender provided that the last payment may not be less than 10 % of the value of the task and will occur after the last receipt.
8. Additional work: in connection with the innovative nature of the order the Contracting Entity provides the ability to **order the implementation of additional work** (not included in this specification) without the need to carry out the procedures again. The scope of the additional work may concern each scope of work related to the construction or functioning of the pilot line, including in particular the exchange and/or adapting its individual elements to the results of the tests and further research. It is expected that the cost of the additional work will not exceed a total of 50% of the costs of this contract.

Task 2) Manufacturing and delivery the machine for smoothing and hardening of the surface of the two-component filler compound UV.

1. The Contractor undertakes to deliver, install and put into operation the elements for the construction of the pilot line for **cleaning and filling 3-layer planks**, taking into account the results of the research work and the Report content generated within the tasks 1.
2. The detailed technical specification of pilot line elements will be transferred after signing the confidentiality agreement. The Contracting Entity reserves the right to carry out the tests of technologies proposed by the Contractor for compliance with technological requirements resulting from the research carried out.
3. The Contracting Entity declares that each of the elements provided will be permanently installed in the pilot line.
4. The Contractor shall manufacture and deliver the following pilot line elements in accordance with the results of the research and development works provided by the Purchaser:

Machine for smoothing and hardening of the surface of the two-component filler compound UV.

5. The supply of the above elements for the construction of the pilot line will be within the time limit indicated in the tender. Takeover of the subject of the contract will take place in two stages:
 - Quantitative takeover – at the time of application for delivery and after the delivery, at Contracting Entity premises
 - qualitative takeover - at the time of installation and running whole or part of the pilot line by the Tenderer.
6. For receiving the subject of the contract and preparation of any comments and objections is the responsibility of the Project Manager. Disregarding of the comments or necessary amendments or their execution after the time limit indicated by the Contracting Entity will declare default order and the same suspension of payments.
7. **Payment** for the implementation of tasks is made via transfer based on properly issued invoices within the time limits specified in the accepted tender provided that the last payment may not be less than 10 % of the value of the task and will occur after the last receipt.
8. Additional work: in connection with the innovative nature of the order the Contracting Entity provides the ability to **order the implementation of additional work** (not included in this specification) without the need to carry out the procedures again. The scope of the additional work may concern each scope of work related to the construction or functioning of the pilot line, including in particular the exchange and/or adapting its individual elements to the results of the tests and further research. It is expected that the cost of the additional work will not exceed a total of 50% of the costs of this contract.
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