

Request for proposal No. 9 of 1st March 2018 ad.4

Concerns: Rolls for a tunnel roller furnace, used for transporting tiles during the burning process.

as a part of the project:
Sub-measure 3.2.1 "Research for the market"
 within the framework of Priority Axis 3: "Support for innovation in enterprises"
 The Intelligent Development Operational Program for 2014-2020

Name and address of the Ordering Party:	Cerrad Sp. z o.o. hereinafter referred to as: Ordering Party ul. Radomska 49B; 27-200 Starachowice
The mode of awarding the contract:	The proposal competition implemented in accordance with the principle of competitiveness defined in the <i>Guidelines on the eligibility of expenditure under European Regional Development</i> ; Guidelines on the eligibility of expenditure under the Intelligent Development Operational Program; Art. 6c of the Act on PARP.
Publication date of the request for proposal:	01.03.2018
Date of submitting the proposal:	Proposals can be submitted until 3:00 PM on 01.04.2018 Proposals submitted after the indicated date will not be considered. The date and time of receipt of the proposal to the company will be decisive.
Method of submitting the offer:	The offer can be submitted Electronically to the following address: projekt@cerrad.pl or in paper version to the company's headquarters: Cerrad Sp. z o.o. hereinafter referred to as: Ordering Party ul. Radomska 49B 27-200 Starachowice
Description of the	1. The subject of this request for proposal includes:

<p>order's subject:</p>	<ul style="list-style-type: none"> • Rolls for the heating zone/approach L2960 50/40 - 50 pcs • Rolls for heating zone L3140 50/40 (transitional rolls) - 10 pcs. <p>Technical specification: Maximum operating temp. 1250 degrees C</p> <ul style="list-style-type: none"> • Rolls for the heating/burning zone L3320 50/40 - 900 pcs <p>Technical specification: Maximum operating temp. 1300 degrees C Mass: white</p> <ul style="list-style-type: none"> • Rolls for quick cooling zone L3320 50/40 - 150 pcs <p>2. The Ordering Party reserves the right to limit the scope of the description in terms of the order's subject, but undertakes to send a detailed (excluded) description of the order's subject at the written request of all potential interested Contractors who shall undertake to maintain confidentiality in writing, in relation to the information provided by providing a declaration signed by Management Board.</p> <p>The Ordering Party does not allow partial proposals.</p>
<p>Conditions for participation in the procedure:</p>	<p>EXPERIENCE OF THE CONTRACTOR:</p> <ol style="list-style-type: none"> 1. The contractor should show references, 2. In order to confirm the requirement, it is required to attach a description of at least 5 deliveries to the offer, along with a short description of the subject the delivery/deliveries concerned. *** <p>A. The Ordering Party will assess the fulfillment of the conditions for participation in the proceedings based on the Contractor's statement and the foregoing description. The assessment of fulfillment of the requirement will be made as "fulfilled/not fulfilled".</p> <p>B. Documents requested by the Ordering Party to confirm compliance with the conditions for participation in the procedure must be</p>

	<p>submitted in the form of an original or a copy certified as a true copy by the Contractor (in case of submitting an offer in electronic form, a scan of the above-mentioned documents should be sent).</p> <p>C. The Ordering Party reserves the right to verify the Contractor's declarations (fulfilled/not fulfilled) concerning the conditions for participation in the proceedings based on the relevant documents confirming the Contractor's declaration before signing the contract.</p> <p>D. <u>Entites which have personal and capital relations with Ordering Party are excluded from participation in the procedure.</u> Capital or personal relations means the mutual relations between the Ordering Party or persons authorized to incur liabilities on behalf of the Ordering Party or persons conducting - on behalf of the Ordering Party - activities related to the preparation and conduct of the contractor selection procedure, and the contractor, consisting in particular of:</p> <ul style="list-style-type: none"> - participating in the company as a partner in a civil partnership or partnership, - owning at least 10% of shares or stocks - performing the function of a member of the supervisory or management body, proxy, attorney, - remaining in marriage, in a relationship of consanguinity or affinity in a straight line, second degree consanguinity or second degree affinity in the lateral line or in relation to adoption, care or guardianship.
<p>The final date for the subject of the proposal (contract):</p>	<p>The delivery shall be completed by the Contractor until 01.04.2018 at the latest.</p>
<p>Criteria for the selection of the proposal and the manner of making the assessment:</p>	<ol style="list-style-type: none"> 1. The selection of the most advantageous offer will be based on the following criteria; <ul style="list-style-type: none"> - Price (50%), - Delivery date (25%), - Payment date (25%), 2. The offer price should be expressed; <ul style="list-style-type: none"> - in Polish zlotys or in euros; in case of presenting the price in the euro currency for the purpose of comparing the submitted proposals, the current average NBP rate of 30.03.2018, i.e. the last day of submitting proposals, will be applied. 3. The Ordering Party will assess and compare only those offers that: <ul style="list-style-type: none"> - will not be rejected by the Ordering Party,

- will be submitted by Contractors not excluded by the Ordering Party from this procedure.
4. Offers will be assessed by the Ordering Party based on the following criterion and its meaning:

Criterion	Percentage importance of the criterion	The maximum number of points the offer can receive for the criterion given by each member of the commission.
Price	50%	50 points
Delivery date	25%	25 points
Payment date	25%	25 points

Rules of assessing the "Price" criterion

In case of the "Price" criterion, the offer will receive the number of points rounded to two decimal places resulting from the equation:

$$P_i(C) = (C_{min}/C_i) \cdot \text{Max}(C)$$

in which:

P _i (C)	-	the number of points the offer will receive "and" for the "Price" criterion;
C _{min}	-	the lowest price among all valid and non rejected offers;
C _i	-	"i" offer price;
Max(C)	-	the maximum number of points an offer can receive for the "Price" criterion;

Rules for the assessment of the "Delivery date" criterion

In terms of the "delivery date" criterion - points will be awarded according to the following formula:

- 1) delivery date until 16.04.2018 to notify about the readiness of the devices to be collected - 25 pts
- 2) Delivery date later than 16.04.2018 – 0 pts

The rules for the assessment of the "Payment date" criterion

Within the scope of the "payment due" criterion – points will be awarded according to the following formula:

	<p>1) payment deadline – 30 days from the date of delivery – 25 pts.</p> <p>2) shorter deadlines - 0 pts.</p>
<p>The offer has to contain the following elements:</p>	<ul style="list-style-type: none"> – Information identifying the bidder (name, address, NIP number, KRS/EDG number), – The date of preparation and the validity date of the proposal (at least 30 days counted from the last day of submitting bids in the competition, i.e. 30.03.2018) – The scope and detailed description of offered machines and devices in accordance with the subject of the order described in this request, including technical parameters enabling the offer to be assessed in terms of selection criteria relating to technical aspects, – Information on the Contractor's knowledge and experience regarding the subject of the order (according to the requirements set out in the section: conditions for participation in the order), – Declaration of the Contractor that it shall fulfill the condition regarding the lack of relationships with the Ordering Party, indicated in the section: Conditions for participation in the order, – Total net and gross price, – Terms and date of payment, – Information on the offered technical assistance, – The date/time of completing the subject of the Order, – Details of the contact person (name, surname, telephone number, e-mail address), – Signature of the person authorized to present the proposal. <p>The Ordering Party does not allow partial proposals.</p> <p>Lack of any of the above-mentioned elements may result in the proposal being rejected.</p>
<p>Contract change:</p>	<p>The Ordering Party reserves the right to change the contract concluded with the entity selected as a result of the public procurement procedure for the following reasons:</p> <ul style="list-style-type: none"> a) justified changes in the manner of performing the subject of the order, b) objective reasons independent of the Ordering Party or the tenderer, c) circumstances of force majeure,

	<p>d) changes in legal regulations in force on the day of concluding the contract,</p> <p>e) receiving the decision of the project financing unit containing changes to the scope of tasks, deadlines or setting additional provisions to which the Ordering Party will be obliged.</p>
Additional Information:	<ol style="list-style-type: none">1. The Ordering Party reserves the right to award a supplementary contract to the Contractor (consistent with the description of the subject of the basic order) in the amount not exceeding 50% of the basic contract value specified in the contract concluded with the contractor.2. The Ordering Party reserves the right to award additional orders to the Contractor, not included in the basic order and not exceeding 50% of the executed basic order's value, necessary for its proper performance resulting from, among others:<ul style="list-style-type: none">– technical or economic reasons, separating the additional order from the basic order would require disproportionately high costs,– execution of the basic order depends on the performance of the additional order.3. The Ordering Party reserves the right to change or cancel the procedure at any time without giving a reason or informing Bidders in advance.4. This procedure <u>is not</u> conducted in accordance with the provisions of the Act of 29th January 2004 - Public Procurement Law.