

Cracow, 22th August 2022

Geotronics Dystrybucja Sp. z o.o.  
31-586 Kraków, ul. Centralna 36  
NIP: 6751516925 REGON: 361350832  
KRS 0000554199

*Ordering Party's Stamp*

## REQUEST FOR PROPOSAL No 03/IPMOS/2022

In connection with implementation of the project co-financed by the European Union from the European Regional Development Fund under Smart Growth Operational Program, competition of the National Centre for Research and Development, measure 1.1: "R&D projects of enterprises", sub-measure 1.1.1: "Industrial research and development work implemented by enterprises", project called "Innovative precise monitoring system based on integration of low-cost GNSS and IMU MEMS sensors", **Geotronics Dystrybucja Sp. z o.o.** company invites you to submit offers for the supply of **GNSS antennas (19 pieces)**

### **I. Specification of the subject matter:**

Delivery of: GNSS antennas (19 pieces)

Project involves the purchase of:

- CPV code: 38112100-4 – Global navigation and positioning systems (GPS or equivalent)

**Detailed technical parameters of each element of the set are described in Annex 1.**

1. Delivery date: until 45 days from the date of signing the contract.
2. Deadline for signing the contract: until 10 days following the date of informing Contractors about selection of the most advantageous offer.

### **II. Conditions for participation in the proceeding:**

Contractors who can apply for the contract, must:

1. Deliver the equipment – factory brand-new, originally packed by the manufacturer and declare that they are manufacturer or an authorized dealer of the equipment manufacturer.

4

The evaluation will be based on the Contractor's statement on the fulfillment of the conditions for participation in the proceedings (statements included in Annex No. 2). In case of any doubts, the Ordering Party reserves the right to request for additional clarifications.

2. Not to be an entity related to the Employer either personally or by capital

In order to meet this condition, the Contractor is obliged to send a signed Statement on the lack of connections with the offer (Appendix No. 3 to this request for quotation).

### III. Contract award criteria

The selection of the most advantageous tender will be made based on the following criteria:

- Net price (PLN) – weight 100%,

It is assumed that 1% of the criterion weight = 1 point.

The Ordering Party will select the most advantageous tender by awarding points for meeting the net price criterion. The entire offer will be subject to evaluation. The most advantageous offer will be the one with the highest number of points, the rules for awarding points are as follows:

#### Criterion „net price (PLN)”:

- The offer with the lowest net price receives 100 points.
- Other offers will be scored linearly (to 2 decimal places) according to the following arithmetic formula:  
 $(X/Y) \times 100$ , where:  
X = the lowest price,  
Y = price of the evaluated offer.

### IV. Extent of exclusion

Tenderers could not be entities who are capital-related or personally-related with Ordering Party or other beneficiaries of the project (KGHM CUPRUM Sp. z o.o. – Research and Development Centre, KRS 0000100797; University of Warmia and Mazury, NIP: 739-30-33-097). By capital or personal connection is meant the interrelationship between the beneficiary or people authorized to incur liabilities on behalf of the beneficiary or people performing on behalf of the beneficiary activities related to the selection of the Contractor, and the Contractor, consisting in particular of:

- a) participating in the company as a partner in a civil law partnership or partnership,
- b) owning at least 10% of shares or stocks, if the lower threshold does not result from legal provisions or has not been specified by the Managing Authority in the program guidelines,

- c) performing the function of a member of the supervisory or management body, proxy, attorney-in-fact,
- d) remaining in marital relationship, or in lineal consanguinity or affinity, or in collateral consanguinity or affinity up to second degree or in the relationship due to adoption, custody or guardianship.

**V. Place and time limit for submission of tenders:**

1. Offers should be delivered to the office of Ordering Party at ul. Centralna 36, 31-586 Kraków or sent by e-mail to: [projekt\\_ipmos@geotronics.com.pl](mailto:projekt_ipmos@geotronics.com.pl) or attach in *the Offers* tab of the contract in question on the Competitiveness Base platform.
2. Offers should be submitted within the deadline of **29th August 2022 by 24:00**. In case of sending the offer by post or by courier, the date of delivering parcel to the office of Ordering Party is considered.
3. **Offers submitted after the deadline will not be considered.**
4. The best offer will be selected within 5 days. The Ordering Party will notify Contractors within 2 business days after the selection of the most advantageous offer about the results of the procedure and will provide information about the results on Competitiveness Base webpage.
5. Additional information about the Project will be provided by **Mr. Tomasz Skrzypiec**, tel. +48 728 429 545, mail: [projekt\\_ipmos@geotronics.com.pl](mailto:projekt_ipmos@geotronics.com.pl)

**VI. Description of how to prepare offers:**

1. Each Tenderer may submit only one offer.
2. Offer must comply with subject-matter described in Annex 1.
3. Offer should be made on the tender form, the sample of which is provided in Annex 2 to this request for proposal. Offers not submitted on the form will not be considered.
4. Tenderer with the offer must provide statement of no personal and capital connections, the sample of which is provided in Annex 3 of this Request for Proposal.
5. Offer must be submitted in Polish or English, and signed by a person authorized to represent Tenderer.
6. Offer must include: net price and VAT due for the realization of the subject of the order in accordance with the conditions set out in this request for proposal.
7. Offer must include date of preparation, Tenderer's address or place of business.
8. The offer must be valid for a **period of at least 30 days**, counted from the day of time limit for submitting offers.

9. The costs of preparing the offer shall be borne by the Tenderer.

**VII. Contract for the performance of the subject-matter of the order**

1. A change to the contract concluded as a result of tender procedure with Contractor is allowed, in particular in the cases:
  - a) In the terms of changing deadlines for providing services in case of:
    - Force majeure preventing the performance of the contract on time,
    - When the deadline for the completion of the contract by the Contractor is not achievable due to circumstances attributable to the Ordering Party or circumstances beyond the control of the Contractor,
    - The need to obtain additional documentation necessary for the proper performance of the subject of the contract, including the necessary decisions, permission/concession.
  - b) In the event of any of the above circumstances, the deadline for completing the subject of the contract may be extended accordingly for a period of time:
    - Necessary to remove the effects of force majeure,
    - Necessary to complete the performance of the subject of the contract properly, but not longer than the duration of these circumstances,,
    - Necessary to obtain the documentation.

**VIII. Disclaimers**

1. The Ordering Party will award the contract to the Tenderer whose offer meets all the requirements presented in this request for proposal and will present the most advantageous offer based on the selection criteria specified in this request for proposal.
2. The Ordering Party reserves the right to extend the deadline for submission of offers.
3. The Ordering Party reserves the right to change the request for proposal before the deadline for submission of offers.
4. The Ordering Party reserves the right to cancel the offer procedure without giving a reason, at any stage.
5. The Ordering Party reserves the right to terminate the procedure without selecting the Contractor without giving reasons.

6. During the examination and evaluation of offers, the Ordering Party may request explanation from the Tenderers regarding the content of submitted offers, while the Tenderer may not change the terms of the submitted offer.
7. Tenderer may change or withdraw the offer before the deadline for submission of offers.
8. Offers submitted after the deadline will not be considered.
9. Offers submitted by Tenderers who do not meet the requirements for participation will not be considered.
10. The Ordering Party does not allow the submission of partial offers.
11. The Awarding Entity does not allow the submission of variants
12. The Ordering Party allows for the rejection of offers whose content or abnormally low price will raise reasonable doubts.

**Annexes:**

Annex 1 – Detailed description of the order.

Annex 2 – Tender form.

Annex 3 – Statement of no personal and capital connection.

*I confirm*

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