

Projekt realizowany w ramach Programu Operacyjnego Innowacyjny Rozwój Działanie 1.2 „Sektorowe Programy B+R” pn. ”Opracowanie nowego modelu samochodu osobowego w wersji elektrycznej w oparciu o nowatorską hybrydową konstrukcję nośną stanowiącą wynik prac B+R”.

The Project is realized within Operational Programme Innovative Development. Action 1.2. “Sector R&D programmes”.

Preparation of a new model of electric passenger car based on innovative hybrid superstructure being the result of research and development Works.

Kutno, January 22nd 2019

## ANNOUNCEMENT ABOUT ORDER NO. 01/2019

### 1. PURCHASER

FABRYKA SAMOCHODÓW OSOBOWYCH SYRENA S. A.  
JÓZEFÓW STREET 9, 99-300 KUTNO  
NIP: 7752646501, REGON: 101827684, KRS: 0000520271

### 2. PROJECT TITLE

„Development of the new passenger car model in the electric version based on the innovative hybrid load-bearing structure constituting the result of R & D works”

Project number: POIR.01.02.00-00-0257/16

### 3. NAME OF THE PRIORITY AXLE, ACTION AND INFLUENCE WITHIN WHICH THE PROJECT AND THE COMPETITION NUMBER IS REALIZED

Measure 1.2 "Sectoral R & D programs" under the Priority Axis "Support for conducting R & D work by enterprises" of the Intelligent Development Operational Program 2014-2020  
Sector program "INNOMOTO" under Measure 1.2 "Sectoral R & D programs"

### 4. ORDER DESCRIPTION

I. Common Procurement Vocabulary - CPV Codes:

**34300000-0: Parts and accessories for vehicles and engines for them**

- II. The Purchaser does not allow partial submissions.
- III. The contracting authority provides for the possibility of awarding supplementary contracts.
- IV. A detailed description of the subject-matter of the order:

The subject of this proceeding is the purchase of car parts (General Motors) – according to Attachment no 2.

Further detailed information about the technical parameters will be send to the bidders who want to participate in the proceeding.

### 5. DATE OF THE CONTRACT

- I. Expected delivery/completion time March 2019
- II. Place of delivery/completion Headquarters of Purchaser

### 6. CONDITIONS FOR PARTICIPATION IN THE PROCEEDING

- I. Contractors must have the authority to perform specific activities or activities if the laws impose an obligation to have such rights and be in an economic and financial situation that ensures the execution of the contract. Confirmation document: *Declaration according to Attachment no. 3.*

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- II. Contractors who are not related by capital or person with the Employer may apply for the contract award.

By equity or personal connections is meant the interrelationship between the ordering party or persons authorized to incur liabilities on behalf of the Employer or persons performing activities on behalf of the contracting authority related to the preparation and implementation of the contractor selection procedure, and the contractor, consisting in particular of:

- participating in the company as a partner in a civil partnership or partnership,
- holding at least 10% of shares or stocks,
- performing the function of a member of the supervisory or management body, proxy, attorney,
- remain in marriage, in a relationship of affinity in a straight line, second degree affinity or second degree affinity in the lateral line or in relation to adoption, care or guardianship.

Confirmation document: *Declaration according to Attachment no. 4.*

## 7. CRITERIA FOR THE OFFER EVALUATION

The selection criteria and the meaning for each offer is the same. Any offer of the Contractor that meets the required conditions, not subject to rejection, will be assessed in terms of the criterion:

### I. Price (total net price) – the importance of the criterion 60%

The "Price" criterion - 60% weight - the number of points that can be obtained in this criterion will be calculated according to the following formula:

$$C = \frac{\text{Minimal price}}{\text{Price of the offer}} \times 60\% \times 100, \quad \text{where:}$$

C - means points for the net price for completing the order,  
Minimal price - means the lowest net price among offers submitted,  
Price of the offer - means the net price of the offer that is being tested.

The price will be the net price for the implementation of individual parts by the Contractor in accordance with the law and given in the "Offer form" - Attachment no. 1.

### II. Technical support – the importance of the criterion 25%

The "Technical support" criterion - 25% weight - the number of points that can be obtained in this criterion will be calculated according to the following formula:

$$WT = \frac{\text{The number of tender points examined}}{\text{Maximum number of points to be obtained in the criterion "Technical support"}} \times 25\% \times 100, \quad \text{where:}$$

WT - means points for the technical support,  
The number of tender points examined - means the number of points obtained,  
Maximum number of points to be obtained in the criterion "Technical support" - means the maximum number of points to be obtained in the criterion is 25.

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Lp.	Technical support	Points
1.	YES	25 pkt
2.	NO	0 pkt

### III. Delivery – the importance of the criterion

15%

The "Delivery" criterion - 15% weight - the number of points that can be obtained in this criterion will be calculated according to the following formula:

$$D = \frac{\text{The number of tender points examined}}{\text{Maximum number of points to be obtained in the criterion "Delivery"}} \times 15\% \times 100, \text{ where:}$$

D - means points for the delivery,

The number of tender points examined - means the number of points obtained,

Maximum number of points to be obtained in the criterion “Delivery” - means the maximum number of points to be obtained in the criterion is 15.

Lp.	Delivery	Points
1.	to 31.03.2019	15 pkt
2.	after 31.03.2019	0 pkt

The Contractor may obtain a maximum of 100 points (LP), which will be calculated according to the following formula:

$$LP = C + WT + D, \text{ where:}$$

LP – number of points,

C - number of points awarded in the "Price" criterion,

WT - number of points awarded in the "Technical support" criterion,

D - number of points awarded in the "Delivery" criterion.

#### Evaluation of the offers

The basis for the selection of the offer will be the determined point value of each offer. The Awarding Entity may award the Contractor a maximum of 100 points. The offer with the most points will be considered the most advantageous, i.e. presenting the most advantageous balance of the offer evaluation criteria. The resulting number of points in each criterion will be finally calculated with the second decimal place, observing the following rule: if the thousandth place parameter is below 5, the hundredth parameter is rounded down if the thousandth place parameter is 5 and above is the hundredth parameter rounds up.

#### 8. DATE, PLACE AND METHOD OF SUBMITTING OFFERS

- I. Offers should be submitted in electronic form to the email address: [biuro@kfso.pl](mailto:biuro@kfso.pl) or in writing at the registered office of the Ordering Party. In the case of submitting an offer via e-mail in the form of files attached to correspondence, the files should be saved in a format that allows reading of their contents, e.g. PDF.
- II. Offers should be sent in accordance with the offer template (*Attachment no. 1*)
- III. The deadline for submitting offers expires on February 3rd 2019 up to 23:59.
- IV. Offers submitted after the deadline will not be examined.
- V. The Ordering Party reserves the right not to select any offer without giving reasons.
- VI. The offer winding period is 30 days.

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## 8. DESCRIPTION OF THE PREPARATION OF THE OFFER

- I. The offer should be prepared in Polish or English language.
- II. A properly completed offer consists of:
  - a. Completed Attachments no 1-5,
  - b. contain the full name of the Bidder, the address or registered office of the Bidder, telephone number, e-mail address;
  - c. have a date of issue;
  - d. include net and gross price (in PLN, GBP, EUR or USD);

**The proposed price should be given in PLN, GBP, EUR or USD. The conversion from GBP, EUR or USD to PLN will occur according to average exchange rate from NBP on the day of receiving the offer. Collected offers will be compared in PLN. The net price will be compared.**

## 9. ADDITIONAL INFORMATIONS

- I. The Ordering Party reserves the right to annual these proceedings without providing justification, and to leave the proceedings without choosing the offer .
- II. For additional information:
  - Andrzej Stasiak – e-mail: [a.stasiak@kfs0.pl](mailto:a.stasiak@kfs0.pl), tel. +48-24-3574319
- III. In case of any doubts related to the content of the offer, the Purchaser reserves the right to ask the Bidder to submit explanations or supplement the offer. In this situation, the Bidder is obliged to submit explanations or supplements once in the form provided for the submission of the offer within no more than 7 working days from the notification of doubt by the Purchaser. In the event of failure to provide explanations or non-completion of the offer in the required form or time or in the situation of a non-exhaustive submission of explanations or supplementation of the offer, the Purchaser has the right to refuse such offers.

## 10. TERMS OF SIGNIFICANT CHANGES TO AGREEMENT

- I. The Purchaser reserves the right to make significant changes to the contract concluded with the Contractor (e.g. price and deadline), which will be chosen as a result of the conducted procedure. Possible changes to the provisions of the contract will be made in the form of a written annex, and in addition they will be able to be introduced because of:
  - a. occurrence of justified changes in the scope and manner of performing the subject of the order;
  - b. occurrence of objective reasons independent of the Purchaser and the Contractor;
  - c. occurrences resulting from force majeure;
  - d. changes of generally binding legal regulations in force on the day of signing the contract;
  - e. statutory change of VAT rate - the Parties will adjust the rate indicated in the contract to the applicable law and increase or decrease the gross remuneration accordingly, net amount will remain constant;
  - f. changes to the contract for co-financing, which the Purchaser will conclude with the Intermediate Body .
- II. The Contractor may request an extension of the contractual term if the failure to meet the original deadline was due to reasons dependent on the Purchaser or circumstances that could not have been foreseen.
- III. The Contractor may request an extension of the contractual term if the failure to meet the original deadline was due to reasons dependent on the Purchaser or circumstances that could not have been foreseen.



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**Attachments:**

Attachment no. 1 – Offer form,

Attachment no. 2 – Specification.xlsx

Attachment no. 3 - Declaration,

Attachment no. 4 – Declaration on capital ties,

Attachment no. 5 - Information on the processing of personal data contained in the offer.



Projekt realizowany w ramach Programu Operacyjnego Innowacyjny Rozwój Działanie 1.2 „Sektorowe Programy B+R” pn. ”Opracowanie nowego modelu samochodu osobowego w wersji elektrycznej w oparciu o nowatorską hybrydową konstrukcję nośną stanowiącą wynik prac B+R”.

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**ATTACHMENT NO.1**

<b>Name of the Contractor</b>	
<b>Address of the Contractor’s Office</b>	
<b>A person authorized to contact the Ordering Party (name, surname, position)</b>	
<b>Telephone number</b>	
<b>Fax number</b>	
<b>E-mail</b>	
<b>REGON</b>	
<b>Tax Identification Number</b>	

**To:**

**FABRYKA SAMOCHODÓW OSOBOWYCH SYRENA IN KUTNO S.A., Józefów Street 9, 99-300 Kutno**

Responding to procurement announcement No. 01/2019 from 22/01/2019 for the purchase of car’s parts for the electric vehicle as part of the project entitled: "Development of a new passenger car model in the electric version based on an innovative hybrid load-bearing structure constituting the result of R & D works" (competition number: POIR.01.02.00-00-0257/16), hereby we present our offer:

<b>Net price offered</b>	
<b>Tax value</b>	
<b>Gross price offered</b>	
<b>Gross price in words</b>	

<b>Warranty given in years</b>	
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*(place, date, signature and stamp of the Bidder)*

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**ATTACHMENT NO. 2**

File – Specification.xlsx

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**ATTACHMENT NO. 3**

**DECLARATION**

1. The assignment will be completed by \_\_\_\_\_.
2. We declare that we have read the content of the request for quotation and we do not bring any reservations to these documents.
3. We declare that we meet the conditions for participation in the proceedings set out in the announcement (point 6);
4. We declare that we consider to be bound by this offer for the time indicated in the announcement.
5. In the case of an order being awarded to us, we undertake to conclude the contract at the place and time indicated by the Ordering Party.
6. We hereby inform that the information comprised in the offer contained on pages from \_\_\_ to \_\_\_ constitute business secrets within the meaning of the Act on Combating Unfair Competition and as such they cannot be made publicly available.

\_\_\_\_\_  
(place, date, signature and stamp of the Bidder)



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**ATTACHMENT NO. 4**

.....  
Company name

**DECLARATION REGARDING THE LACK OF PERSONAL OR CAPITAL TIES WITH THE BENEFICIARY OF THE PROJECT (ORDERING PARTY) REGARDING THE OFFER INQUIRY NO. 1/2019**

I hereby declare that as a Bidder I am not affiliated with the Ordering Party personally or personally. By capital or personal connections is meant the interrelationship between the Employer or persons authorized to incur liabilities on behalf of the Employer or persons performing on behalf of the Employer activities related to the preparation and implementation of the contractor selection procedure 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,
- c) acting as a member of the supervisory or management body, proxy, attorney,
- d) remain in marriage, in a relationship of affinity in a straight line, second degree affinity or second degree affinity in the lateral line or in relation to adoption, care or guardianship.

.....  
*Date and Signature of the Authorized person*

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**ATTACHMENT NO. 5**

**Information on the processing of personal data contained in the offer**

1. The Administrator of your personal data is the Fabryka Samochodów Osobowych SYRENA S.A. in Kutno, Józefów Street 9, 99-300 Kutno, hereinafter: FSO SYRENA S.A.
2. Your personal data will be processed for purposes related to the evaluation of the offer submitted in the tender procedure No. 01/2019 and the possible conclusion and implementation of the contract under the project, "Development of a new passenger car model in the electrical version based on the innovative hybrid load-bearing structure constituting the result of R & D "(competition number: POIR.01.02.00-00-0257 / 16), as well as for archiving, statistical and tax purposes. The legal basis for the processing of your personal data above goals is art. 6 par. 1 lit. b) and art. 6 par. 1 lit. f) RODO. The legitimate interest of FSO SYRENA S.A. is to ensure the proper conduct of the procurement procedure conducted in accordance with the principle of competitiveness and supervision over the implementation of the above-mentioned agreement. Providing personal data is voluntary, but it is necessary to achieve the above objectives.
3. FSO Syrena S.A. will transfer your personal data to other entities entrusted with the processing of personal data on behalf of and for the benefit of FSO Syrena S.A. In addition, FSO Syrena S.A. it will share your personal data with other recipients, if such an obligation will result from the law. Your data will not be transferred to third countries and international organizations.
4. Your personal data will be processed during the period of cooperation and after its completion for the period provided for by law, including provisions on archiving and the Accounting Act.
5. You have the right to:
  - a. access to your personal data and receipt of copies of personal data being processed,
  - b. correcting their incorrect data,
  - c. request for deletion of data (right to be forgotten) in the case of circumstances provided for in art. 17 RODO,
  - d. requests to limit data processing in cases specified in art. 18 RODO,
  - e. to raise objections to data processing in the cases specified in art. 21 RODO;
  - f. transfer of data provided, processed in an automated manner.
6. If you think or believe that personal data are being processed unlawfully, you may file a complaint with the supervisory body (UODO, Stawki Street 2, Warsaw).
7. If you need additional information related to the protection of personal data or would like to make use of your rights, please contact:  
Data Protection Supervisor:  
Łukasz Jasiński, e-mail:: iod@kfso.pl.  
Fabryka Samochodów Osobowych SYRENA S.A. in Kutno, Józefów Street 9, 99-300 Kutno

I declare that I have read the information on the processing of personal data contained in the offer:

.....  
Date and signature of the authorized person