

Racibórz, 12.08.2016 r.

**QUOTATION INQUIRY
NO 1 /3.2.2 POIR/2016**

*With regards to the realization of a project „Implementation of a new technology of producing wooden mosaic design panels in NELA ONE”, executed within the Operational Programme Intelligent Development 2014 -2020m III Priority Axis: „Support for innovation in enterprises”, Action 3.2 „Support for implementation of R&D results”; Sub-measure 3.2.2 „Loan for innovative technologies” **the company Kornelia Krompiec Firma Handlowa Nela – One** invites to tender on the purchase of tangible fixed assets, necessary to run the line, enabling the production of wooden mosaic design panels by means of a new method incorporating gluing and pressing of individual elements. The inquiry includes the purchase of:*

- 1. New fixed asset – Dedusting system and sawdust collection system – 1 pc.**
- 2. New fixed asset - Hydraulic press meant for producing engineered products – 1 pc**
- 3. New or used fixed asset - 4-sided wood planing machine – 1 pc**
- 4. New or used fixed asset - Sanding machine dedicated for sanding and calibrating of elements – 1 pc**
- 5. New or used fixed asset – Trimming and tenoning machine – 1 pc**

This procedure is conducted according to the principle of competitiveness, referred to in the horizontal guidelines on the eligibility of expenditure under the European Regional Development Fund, the European Social Fund and the Cohesion Fund for 2014-2020, as well as in accordance with the provisions of par. 11 of the model agreement for financing projects under Measure 3.2.2. Credit for the technological innovation of the Operational Programme Development of Intelligent 2014-2020.

This inquiry is not subject to the Law of 29th January 2004. Public Procurement Law - consolidated text of 2013. (Journal 2013. Pos. 907, as amended. D.).

This request has been made public in the following manner:

1. Sending inquiry to at least three potential contractors.
2. Placing on the website Applicants www.nela-one.pl

I. NAME AND ADDRESS OF THE ORDERING PARTY

Kornelia Krompiec Firma Handlowa NELA – ONE
Head Office Address: ul. Dunikowskiego 24 , 47-200 Kędzierzyn - Koźle
Branch Address: ul. Rudzka 103, 47-400 Racibórz

TAX Id: 7492014482

Website www: <http://www.nela-one.pl>

e-mai address: biuro@nela-one.pl

Tel.: +77 550 71 37

Contact person: Andrzej Krompiec – co-manager, Tel. +48 669 996 675, e-mail: andrzej@nela-one.pl

II. PROJECT DESCRIPTION

The project "**Implementation of a new technology of producing wooden mosaic design panels in NELA ONE**" is assumed to be carried out through an investment involving the purchase of tangible fixed assets necessary to run the line, enabling the production of wooden mosaic design panels by means of a new method incorporating gluing and pressing of individual elements.

III. ORDER DESCRIPTION

The subject of the contract is a purchase of:

1. New asset - Dust extraction and sawdust discharge system - 1 pc

Machine Parameters:

1. Performance min. 15 000 m³ / h
2. Automatic filter cleaning
3. Variable power adjustment depending on demand

2. New asset - Hydraulic press meant for producing engineered products – 1 pc

Machine Parameters:

1. Pressure - min. 14 kg / cm²
2. Dimensions of the loading field min. 2500 x 400 mm (divided into sections)
3. Possibility of a separate control of each individual section and combining sections

3. New or used fixed asset - 4-sided wood planing machine – 1 pc

Machine Parameters:

1. Planing heads 5-7 with a cutting width of 240 - 260 mm
2. Working height min. 12-30 mm
3. Maximum width of an element 230 mmm
4. Width of the element minimum 15 mmm
5. Number of working spindles: 4 pcs.
6. Total power spindle motors 24 kW
7. Conveyor speed: from 5 to 25 m / min
8. Conveyor motor power: 3 kW
9. Number of controlled axes: 2 pcs.
10. Digital machine control system: pcs. 1
11. Pneumatic clamps
12. Variable adjustment of planing heads

4. New or used fixed asset - Sanding machine dedicated for sanding and calibrating of elements – 1 pc

Machine Parameters:

1. Sanding height - min. 3-150 mm
2. Working width: min. 1100 mm
3. Number of units: 3 pcs.
4. Minimum thickness of 4 mm
5. Maximum thickness of 150 mm
6. Conveyor speed in m / min: adjustable from 3.5 to 18 m
7. Belt conveyor speed in the range of 4.5 - 9 m / min
8. Total engine power: min. 37 kW
9. Two sanding shafts + polishing and smoothing shoe

5. New or used fixed asset – Trimming and tenoning machine – 1 pc

Machine Parameters:

1. Working range min. 400-2500 mm
2. Number of units: min. 3 pcs. on each side
3. Min. 3-5 moulding heads on each side
4. Conveyor speed in m / min: adjustable from 5 to 18 m
5. Soundproof compartments
6. Adjustable formatting space

Code and name of the common procurement database (CPV): 42000000 -6 Industrial machinery

IV. GENERAL PROVISIONS

1. The contracting authority shall initiate proceedings under Request for Proposal.
2. The procedure is conducted in Polish and English.
3. The Contracting Authority allows for partial bids.
4. The tenderer may not entrust execution of the contract to another subcontractor.
5. The tenderer shall bear all costs associated with the preparation of the bid.
6. The contracting authority reserves the right to cancel the procedure for the inquiry procedure at any time for any reason.
7. The Purchaser may withdraw from the agreement without giving any reason.
8. In case of cancellation of the Bidder with the delivery of services or to provide documentation confirming compliance with formal criteria Purchaser has the right to choose contractor who submitted the next in order of best offer.

V. TIMELINE OF ORDER COMPLETION

1. The execution of the contract: the date of signing the contract.
2. The deadline for execution of the contract: 30 calendar days from the date of signing the contract.

3. The initial term is the date of signing the contract and ending date is the deadline for receipt, in which the object of the contract will be fully ready. With the acceptance of the contract will be drawn up a protocol reception.

VI. CONDITIONS OF PARTICIPATION IN THE PROCEEDINGS

1. The execution of the order may apply to any entity with experience and potential to the timely implementation of this inquiry.
2. Partial tenders are accepted.
3. Purchaser shall have the right to inspect the documents confirming the truthfulness of the data contained in the tender and the tenderer is obliged to submit such documents for inspection to the call of the Purchaser.
4. The entity applying for the order can not be affiliated personally or by capital with the Purchaser. Through capital or personal ties it is understood the interactions between the Purchaser or the persons authorized to enter into commitments on behalf of the Purchaser or persons performing on behalf of the Purchaser activities related to the preparation and the procedure for selecting the supplier and the supplier, in particular by:
 - a) participation in the company as a partner or partnership,
 - b) possession of at least 10% of shares,
 - c) functions of a member of the supervisory or management, proxy, proxy,
 - d) remaining married to a degree consanguinity or affinity in a straight line, the second degree of kinship or affinity of the second degree in the collateral line or by adoption, guardianship or custody.The Contracting Authority requires the submission by the Contractor declaration of the absence of the above links constituting Annex 2 to the Request for Proposal.

VII. PREPARATION OF OFFER - REQUIREMENTS

1. The offer must be submitted within a prescribed period using the attached tender form Annex 1 to the Request for Proposal.
2. The offer must be presented on a net basis.
3. If you specify any amounts in foreign currencies, the Purchaser will convert these amounts to PLN according to the average exchange rate of the PLN prevailing on the date of the offer.
4. The offer must be accompanied by a signed statement about the lack of capital or personal ties information in accordance with the Annex to the inquiry (Appendix 2).
5. A signed declaration of origin of the asset in the case of use in accordance with Annex to the request for proposal (Annex 3).
6. Nothing in the documents included in the offer, including those presented in the form of the originals, are not recoverable by the Purchaser.

VIII. DATE AND PLACE OF TENDER

1. The offer can be supplied in accordance with one of the accepted forms:
 - a) in writing: by mail, courier or deposited in person to the address of the Purchaser (the date of receipt by the branch of the Purchaser)



Kornelia Krompiec Firma Handlowa NELA - ONE

ul. Rudzka 103; 47-400 Racibórz

b) electronically - scanned documents sent to the e-mail address: biuro@nela-one.pl

c) or by fax on 77 550 65 82

with annotation project "Implementation of a new technology of producing wooden mosaic design panels in NELA ONE" Inquiry 1 / 3.2.2 Poire / 2016.

(At the latest at the time of signing the contract with the Principal Contractor is obliged to provide original documents to the Purchaser)

2. The tender should be submitted until 23 August 2016. 16.00 to the company.
3. Tenders submitted after the deadline will not be considered.
4. The contractor is authorised, before the deadline for submission of tenders to change, supplement or withdraw their offer.
5. The deadline for the opening of tenders: 23rd August 2016 r., At 17.00 in the Purchaser HQ.
6. In the course of examination and evaluation of tenders The contracting authority may require tenderers explanations concerning the content of submitted bids.
7. Offer with attachments must be signed by a person authorized to represent the Contractor.
8. In justified cases, the Contracting Authority may, before the deadline for submission of bids to modify the content of the inquiry setting a new deadline for the submission of tenders of not less than 7 days. Any modifications, additions and arrangements and changes, including changes in the terms become an integral part of the inquiry and will be binding when bidding. All rights and obligations of the Purchaser and Bidders on previously agreed terms will be subject to a new term. In such a case, each of the bidders will have the right to offer amendments to the already complex and will be informed of this fact. Does not apply to insignificant adjustments in the content of the inquiry.

IX. DESCRIPTION OF CRITERIA AND EVALUATION OF OFFERS

1. The Contracting Authority will evaluate the valid tenders, fulfilling the conditions of participation in the tender.
2. Evaluation of offers will be made on the basis of the following criteria in relation to specific assets referred to in point. III Description of the order.

Criterion I - Price (maximum score = 80)

Criterion II - Deadline (maximum score = 15)

Criterion III - Warranty (maximum score = 5)

The criterion I - Price - the highest number of points (80) will receive the offer with the lowest net price, and every subsequent appropriately according to the formula

Lowest price

$$\frac{\text{Lowest price}}{\text{Price offered by a company - supplier}} \times 80 = \text{No of points}$$

The criterion II - The term of the offer will obtain the following number of points, depending on the proposed completion date of the contract:

- a) The delivery time 3 weeks and less = 15 points;

- b) The delivery time 4 weeks = 10 points;
- c) The delivery time 5 weeks = 5 points;
- d) Delivery time more than five weeks = 0 points.

The criterion III Warranty offer will obtain the following number of points, depending on the proposed warranty period:

- a) at least 12 months warranty and more = 5 points;
- b) Less than 12 months warranty = 0 points;

1. The tender procedure will prevail bidder or bidders (the possibility of tendering partial), who win the highest number of points in different parts of the contract in accordance with the contract (Section III Inquiries).
2. In case of equal number of points will win offer the lowest price.
3. In cases where bidders receive the same number of points in each of the criteria Purchaser shall be resolved between several offers the most favorable economic terms and will choose the offer more favorable terms of impact on the environment and climate.

X. MINIMUM SCOPE AND CONDITIONS FOR AMMENDING THE AGREEMENT

1. The contract will be implemented on the basis of a written agreement between Purchaser and Bidder.
2. Payments for individual machines and equipment will regulate the Purchaser agreement with the Contractor.
3. Any amendment of the agreement must be in writing to be valid.
4. Improper execution of the contract, eg. Due to delays with the Contractor's fault, improper performance of the contract, incomplete performance of the contract shall apply penalties which will be indicated in the contract concluded with the Contractor.
5. Purchaser provides the possibility to change provisions of the agreement in relation to the content of the offer, under which the selection of the Contractor, in the following areas:
 - a) Changes in the schedule of the agreement resulting from the provisions of the agreement with the Purchaser BGK, if the contract was amended after the contract award.
 - b) Changing the relevant provisions of the agreement in relation to the content of the offer is acceptable when it is beneficial for the Purchaser and was not foreseeable at the stage of signing the contract, and also make it advisable in particular when:
 - There is a change of generally applicable laws in terms of affecting the performance of the contract;
 - Arise discrepancies or ambiguities in the agreement, which can not be removed in any other way, and the change will allow the elimination of inconsistencies and clarify the Agreement in order to unambiguous interpretation of its provisions by the Parties.

XI. DOCUMENTS AND STATEMENTS TO BE SUBMITTED WITH OFFER

1. The Contractor to meet the conditions for participation in the proceedings, must submit:
 - a) the tender form - Appendix 1 to the inquiry.
 - b) a statement that no capital ties or personal - Appendix 2 to the inquiry.



c) the declaration of the origin of the asset in the case of use - Appendix 3 to the inquiry (if applicable)

XII. INFORMATION ON THE SCOPE OF EXCLUSION

Offers will be subject to exclusion if:

1. Content does not match the content of the inquiry.
2. The bid submitted by the bidder does not meet the requirements set out in the inquiry.
3. The offer was submitted after the deadline.
4. The offer was submitted by the Contractor subject to exclusion in connection with the existence of links or personal interests.

Through capital ties or personal understand the interactions between the contracting authority or persons authorized to bind the property of the customer or persons performing on behalf of the contracting activities associated with preparing and carrying out the procedure for selecting the Bidder and Bidder, in particular by:

- a) participation in the company, as a partner or partnership,
- b) the possession of at least 10% of shares,
- c) the functions of a member of the supervisory or management, proxy, proxy,
- d) remaining married in consanguinity or affinity in a straight line, the second degree of kinship or affinity of the second degree in the collateral line or by adoption, guardianship or custody

XIII. ADDITIONAL INFORMATION AND INFORMATION ABOUT THE FORMALITIES TO BE COMPLETED WHEN SELECTING THE BEST OFFER TO EXECUTE THE CONTRACT

1. Additional information on behalf of the Purchaser: Mr Andrzej Krompiec, tel .: +48 669 996 675, e-mail: andrzej@nela-one.pl
2. Information on the results of the Purchaser post on a website www.nela-one.pl and forward to each contractor who submits a bid.
3. The Contractor will be informed by telephone or e-mail of the date and place of signing the contract.
4. If the Contractor whose offer has been selected refuses to sign the contract, the Contracting Authority may select the most favorable bid from among the remaining tenders.

XIV. APPENDIX

Appendix 1: Offer Form.

Appendix 2: Statement about the lack of capital and personal relationship.

Annex 3: Declaration of origin of the asset in case of a used unit.

Date and Signature of the Purchaser

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