

Piaseczno, 23-11-2016

Purchaser:

Creotech Instruments S.A.

Gen. L. Okulickiego 7/9, 05-500 Piaseczno, Poland

NIP 9512244313 REGON 141246690

KRS 0000407094

REQUEST FOR PROPOSAL NO. 03/2016

For the successful realization of the Project “*Expansion of the research and development centre (CB-R) of CREOTECH Instruments Joint-Stock Company for satellite development and other space missions*”, within Measure 2.1 *Support for investments in R&D infrastructure of enterprises* of Smart Growth Operational Programme 2014-2020 financed by the European Regional Development Fund, **Creotech Instruments S.A.** is inviting to submit proposals to procure the object of purchase.

I. Procurement specification:

1. The object of purchase is 1 (one) licence for IP core suite with associated Linux software.
2. The tenderer’s proposal shall meet requirements listed in Annex no. 1.
3. The object of purchase shall be delivered by 09-12-2016.
4. Evaluation criteria: **price – 100%**.

II. Conditions for participating in a procurement procedure:

Only proposals submitted by tenderers who fulfil requirements below will be assessed.

1. The tenderers shall have required by law regulations entitlements to provide the object of the purchase.
2. The tenderers shall have necessary technical capacity that is required to provide the object of the purchase.
3. The tenderer’s economic and financial situation shall allow them to provide the object of the purchase.
4. The tenderers shall not be capital or personally tied to Purchaser or persons authorized to incur liabilities on behalf of Purchaser or persons responsible on behalf of Purchaser for preparing and conducting Tenderer selection procedures.



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III. The place and date of the submission of proposals:

1. Proposals shall be submitted to the registered office of the Purchaser, at the address: Creotech Instruments S.A, Gen. L. Okulickiego 7/9, 05-500 Piaseczno, Poland, or via email address at: office@creotech.pl
2. Proposals shall be submitted by 01.12.2016. If proposal is supplied by post or courier, the date of delivery to Creotech Instruments S.A. is bounding.
3. Proposals submitted after the last day of the period for the submission will not be assessed.
4. The award procedure shall be conducted in the registered office of the Purchaser by 02.12.2016.
5. Results of the award procedure shall be announced via Purchaser's website: www.creotech.pl on 02.12.2016 by 16:00 o'clock.
6. Additional information on the object of purchase may be received from Paweł Zienkiewicz, mail: pawel.zienkiewicz@creotech.pl

IV. Conditions for the submission of the proposals:

1. Each Tenderer may submit only 1 (one) proposal.
2. The proposal must be submitted on the Inquiry Form, which forms Annex no. 2 to the request for proposal.
3. The proposal must be submitted in Polish or English language and signed by Tenderer's authorized representative.
4. The proposal price for providing the object of purchase must be in euro currency and must be presented as gross value (including VAT), net value (excluding VAT) and VAT value.
5. The proposal must be submitted marked with the Tenderer's seal, date of drafting, Tenderer's address or its registered office, telephone number, email address, VAT identification number.
6. The tenderers shall be bound by their proposals for the period of 30 days from the last day, on which proposals could be submitted.
7. Statement confirming possession of necessary technical capacity that is required to provide the object of purchase must be submitted with the proposal (Annex no. 3). Statement must be signed by Tenderer's authorized representative and provided with Tenderer's seal.
8. Statement confirming Tenderer's economic and financial situation allowing them to provide the object of purchase must be submitted with the proposal (Annex no. 4). Statement must include information concerning Tenderer in the matter of:
 - not being at risk of bankruptcy, no liquidation proceeding have started, and that the bankruptcy has not been declared,
 - not being in arrears with payments to Treasury.Statement must be signed by Tenderer's authorized representative and provided with Tenderer's seal.

9. Statement of lack of capital and personal ties between Tenderer and Purchaser must be submitted with the proposal (Annex no. 5). Statement must be signed by Tenderer's authorized representative and provided with Tenderer's seal.
10. The tenderers shall bear all their costs connected with their participations in the award procedure initiated by this request for proposal.

V. Provisions

1. The Purchaser will award the tender to the Tenderer, who will fulfil the requirements included in this request for proposal and will submit the most beneficial proposal on the basis of evaluation criteria determined by this request for proposal.
2. When justified, the Purchaser is entitled to cancel the procurement procedure.
3. The Purchaser is entitled to cancel the award procedure anytime to prior to the signature of the contract.
4. During the assessment of proposals, the Purchaser reserves the right to request additional information about the submitted proposal.
5. The Tenderers are entitled to change or withdraw their proposals before the deadline for submission of proposals. Change or withdrawal shall be made in the same manner as submission of the proposal (par. III, point 1).
6. Proposals submitted after the last day of the period for the submission shall not be assessed.
7. Proposals which will not fulfil the requirements included in the request for proposal, will not be assessed.
8. Partial proposals will not be assessed.
9. The Purchaser reserves the right to reject proposals, which technical scope or exceptionally low tender price will be raising justified doubts.

Annexes:

Annex no. 1 – Technical Specification.

Annex no. 2 – Inquiry Form.

Annex no. 3 – Statement Template 1.

Annex no. 4 – Statement Template 2.

Annex no. 5 – Statement Template 3.

Approved by
Tomasz Krzaczek