

## PUBLIC CONTRACT NOTICE

### SECTION I: AWARDING ENTITY

#### I.1) NAME, ADDRESS, CONTACT

**OFFICIAL NAME:** [Instytut Nawozów Sztucznych](#)

**ADDRESS:** Al. Tysiąclecia Państwa Polskiego 13A

POSTAL CODE [24-110](#)

TOWN: [Puławy](#)

COUNTRY: [Poland](#)

CONTACT PERSON: [Edward Rój](#)

Phone No: +4881473 14 50

Fax No: +48 81 473 14 50

e-mail: [edward.roj@ins.pulawy.pl](mailto:edward.roj@ins.pulawy.pl)

**Website** (*if applicable*)

Website of awarding entity (URL): [www.ins.pulawy.pl](http://www.ins.pulawy.pl)

Website of buyer (URL): [www.ins.pulawy.pl](http://www.ins.pulawy.pl)

#### **More information under the address:**

as above, specified for contact

Other: fill in Annex A.I

#### **Specification and additional documents (including documents concerning competitive dialogue and Dynamic Purchasing System) to be obtained under:**

as above, specified for contact

Other: fill in Annex A.II

#### **Offers and requests for participation in the procedure to be sent into the address:**

as above, specified for contact

Other: fill in Annex A.III

#### I.2) TYPE OF AWARDING ENTITY AND MAIN ACTIVITY

Ministry or other state or national body including regional and local body

Agency/ state or national office

Local or original authority

Agency/ local or regional office

Public Law Entity

Institution/ European agency or

international organization

other (specify)

General public services

Defence

Maintenance and public security

Environment

Economic or financial affairs

Health

Construction and community facilities

welfare

Recreation, culture and religion

Research and development unit

Education

other (specify)

Development and research

Awarding Entity purchases on behalf of other awarding entities:

Yes  No

## Section II : OBJECT OF THE CONTRACT

II.1.2) the name of the Contract given by the Awarding Entity

The supply of Turn-key multipurpose Pilot Unit for the extraction with supercritical gases-1000 bar/11

II.1.2) Type of the Contract and place of construction works, place of supply and services performance

(choose one category – construction works, supply, services – which responds to particular Contract or purchase)

<input type="radio"/> a) Construction works <input type="radio"/> Construction <input type="radio"/> Design and construction Construction of the building with the use of own means according to requirements specified by the awarding	<input checked="" type="radio"/> supply <input type="radio"/> purchase <input type="radio"/> lease <input type="radio"/> renting <input type="radio"/> leasing <input type="radio"/> all above forms	<input type="radio"/> services Service category No (for services category 1-27 refer to Annex II to EU Directive 2004/18/EC)
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entity		
Main place of construction works	Main place of supply performance Puławy NUTS code	Main place of services performance

### II.1.3) Notice refers to:

- Public Contract
- Conclusion of framework agreement
- Dynamic Purchasing System establishment

### II.1.4) information on framework agreement *(if applicable)*

<input type="radio"/> framework agreement with several economic operators Number of economic operators OR <i>if applicable, maximum number of participants of the framework agreement</i>	<input type="radio"/> Framework agreement with only one economic operator
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Duration period of framework agreement:

In years: \_\_\_\_\_ or months: \_\_\_\_\_

Justification for framework agreement, the duration of which exceeds 4 years:

<b>Estimated purchase value within framework agreement duration period <i>(if applicable; give only in numbers)</i></b>	
Estimated value without VAT:	Currency:
OR the range: between _____ and _____	Currency:
Frequency or value of Contracts, which will be awarded <i>(if possible to specify)</i>	

### II.1.5) Short description of Contract or purchase

The supply of Turn-key multipurpose Pilot Unit for the extraction with supercritical gases-1000 bar/1l

#### 1. Technical parameters

- 1) The object of the Contract is the supply of Turn-key multipurpose Pilot Unit for the extraction with supercritical gases, 1000 bar/ 1l.
- 2) Annex 5 to this Specification – Technical Specification of the object of the Contract includes the detailed description of the object of the Contract.

3) The Awarding Entity allows for the unit to be consisting of the same or better technical

4) In order to confirm that the object of the Contract offered by the Economic Operator is compliant with this Specification and the requirements set in the description of the object of the Contract in the technical specification – Annex 5 the Economic Operator is obliged to present apart from the offer, document specified in chapter XI item 3.3 which contains detailed technical specification of the object of the Contract (unit) with equipment and devices. The document should prove that there is no doubt concerning fulfillment of requirements specified by the Awarding Entity in this Specification and that the unit offered by the Economic Operator is of the same or even better technical parameters (Annex 5).

Lack of technical specification shall result in the rejection of the offer.

5) The object of the Contract shall be brand new. The cost of delivery and installing the device shall be included in the price of the offer.

## 2. Subcontractors

The Economic Operator is not allowed to entrust the subcontractor with the performance of the entire object of the Contract. If the Economic Operator intends to subcontract some part of procurement, he is obliged to specify in the offer (as per Annex 1 to this Specification) which parts of procurement shall be subcontracted. The Economic Operator shall take full liability for any actions, fault and negligence of the subcontractor.

## 3. Other requirements

1) The Economic Operator is obliged to perform the object of the Contract in compliance with requirements, technical knowledge, binding provisions and norms, in particular design and construction shall be in compliance with the following norms:

-AD 2000 Code – technical requirements for pressure vessels (calculations, design, materials)

-CE – directive on pressure vessels 99/23/EC, receipt by proper body e.g. TUV,

-CE – directive on machines 98/37/EC

-CE – directive on electrical equipment 2006/95/EC relating to electrical equipment

2) the object of the contract shall be compliant with quality of the goods permitted for trade, and shall be compliant with safety certificate and conformity declaration.

3) the Economic Operator shall within this Contract instruct and train 3 employees of the Awarding Entity at the expense and in the plant of the Economic Operator.

## 4. Guarantee:

The Economic Operator shall give **1year** guarantee (manufacturer guarantee for the object of the Contract) .

Maintenance and service requirements as per Annex 4 to this Specification – sample of the Contract.

## II.1.6) Common procurement vocabulary CPV

<b>Main object</b>	<b>Main vocabulary</b>	<b>Supplementary vocabulary (if applicable)</b>
	38000000	

**II.1.7 The Contract is governed by Government Procurement Agreement (GPA)**

yes  no

**II.1.8) Division into parts** (use Annex B to give information on parts of procurement in number of copies responding to the number of parts)

yes  no

**If positive**, offers shall refer to (mark only one space)

one part only

one part or more

all parts

**II 1.9) Variants are allowed**

yes  no

**II.2) VOLUME OR SCOPE OF CONTRACT**

**II.2.1. total volume or scope** (including all parts and options if applicable)

II.2.2) Options (if applicable)

yes  no

**If positive**, give description of these options

<i>If known</i> , give primary schedule of reference to these options:		
In months:	or days	(calculated from Contract award)
Number of possible renewal of the Contract( if applicable) or range between and		
If known, in case of renewed Contracts for supplies or service, give estimated time limits for subsequent Contracts		
In months:	or days	(calculated from Contract award)

## II.3. CONTRACT DURATION OR DATE OF PERFORMANCE

Duration in months	or days	(calculated from Contract award)
OR		
Start	20/07/2010 (d/m/y)	
Ending	28/02/2011 (d/m/y)	

## III.1) REQUIREMENTS CONCERNING PROCUREMENT CONTRACT

### III.1.1) deposits and guarantees required (if applicable)

1. The Awarding Entity requires deposits in the amount of 48 000 PLN. Deposit for the entire offer binding period shall be submitted prior the time limit for submission of offers. Deposit shall be deemed valid only if it is registered on the bank account of the Awarding Entity prior time limit of submission of offers.

The date of registering the sum of money on the bank account of the Awarding Entity shall be deemed the date of deposit submission.

Note: Pecuniary deposits shall be submitted only in PLN.

2. Deposits might be submitted in one of the following forms:

a) By money transfer to the bank account of the Awarding Entity .

b) Bank Suretyship or Savings and Loan Associations Suretyship, however this suretyship is always pecuniary suretyship,

c) Bank Guarantee,

d) Insurance Guarantee,

e) Suretyship issued by other entities, which are specified in Article 6b paragraph 5 item 2 of the Act of the 9<sup>th</sup> of November 2000 on establishing of Polish Agency for Enterprise Development (PARP), (Journal of Laws of the Republic of Poland of 2007 No 42 item 275).

3. Bank Guarantee, insurance guarantee or suretyship of other entities shall be submitted in original. The document shall be issued for the beneficiary-Awarding Entity and shall be irrevocable and paid at the first written request of the Awarding Entity without any reservations and conditions.

4. Pecuniary deposits shall be submitted by wire transfer to the bank account of the Awarding Entity – Instytut Nawozów Sztucznych :

Account number: 03 1240 2412 1111 0000 3610 6855

Titled: ***The supply of Turn-key multipurpose Pilot Unit for the extraction with supercritical gases- 1000 bar/1l – INS/NO-28/2010.***

5. In case of Economic Operators who jointly participate in the procedure for a contract, deposit might be submitted by one or all Economic Operators, provided that the total value of the deposit

shall amount to the value of deposit required. In such a case the procedure in which the deposit is submitted and the party submitting deposit should be specified.

6.The document confirming the submission of deposits shall be enclosed to the offer i.e.:

- a) original or copy confirmed by the person authorized to confirm: in compliance with original of money transfer to the bank account of the Awarding Entity, or
- b) original of document which is any other form of deposit permitted by the Awarding Entity.

The remaining non-pecuniary deposits shall be attached to the offer or submitted in original to the Room 156 Building E-40 within the time limit until 12:00 of CET.

7.The Awarding Entity shall return or retain the deposit in accordance with Article 46 of Public Procurement Law.

8. Any limitations or conditions introduced to the deposit in reference to Article 46 paragraph 5 of the Public Procurement Law shall result in failure to submit required deposit and consequently – exclusion from the procedure.

### **III.1.2) Major financing conditions and payment settlement and/or reference to governing legal provisions**

#### **Information on foreign currencies:**

**Any payments connected with this Contract shall be made in PLN or EURO.**

Downpayment and downpayment return guarantee.

The Awarding Entity shall pay the downpayment to the Economic Operator, in the amount of up to 50% of the value of the Contract if the Economic Operator expresses the request to receive downpayment.

Downpayment shall be paid within 30 days (say: thirty) days calculated from entering into contract, after the Awarding Entity has received the following documents:

- 1) Downpayment return bank guarantee

Downpayment shall be calculated into the value of the object of the Contract resulting from the offer of the Economic Operator.

Any payments and settlements connected with the object of the contract mentioned in this Specification shall be made in PLN or EURO. In order to calculate the offer price in PLN in case of the Economic operator's offer include offer price stated in EURO, the offer price shall be calculated into PLN according to the average exchange rate of NBP (the National Bank of Poland) of the day the opening of the offers.

The Awarding Entity allows for concluding the Contract in PLN or EURO.

Any payments and settlements shall be made in the currency the Contract was concluded.

### **III.1.3) legal form which has to be applied by the Economic Operators to whom the Contract will be awarded**

*(if applicable)*

### **III.1.4) Other conditions pursuant to Contract Performance *(if applicable)***

yes no

**If positive**, describe particular conditions

## **III.2. CONDITIONS FOR PARTICIPATION IN THE PROCEDURE**

### **III.2.1) Subjective situation of Economic Operators including requirements concerning business or commercial register**

Information and formalities necessary for evaluation of fulfillment of the requirements:

#### **Conditions for participation in the award procedure.**

1. Under Article 22 paragraph 1 of Public Procurement Law eligible to compete for a contract shall be the Economic Operators who fulfill the following requirements related to:

1.1. Authorizations to perform specific activities or actions, if such authorizations are required by law;

For the purpose of confirmation of fulfillment of this requirement the Economic Operator shall submit the Declaration of Fulfillment of the Conditions for Participation in the Procedure, in accordance with Article 44 of Public Procurement Law – sample (**Annex 3 to this Specification**);

1.2 Having knowledge and experience;

For the purpose of confirmation of fulfillment of this requirement the Economic Operator shall prove that the performance of **2 supplies of equipment or units of the pressure not lower than 200 bar and the value not lower than 500 000 PLN (gross value) each**, in the scope necessary to prove the fulfillment of the conditions related to having knowledge and experience. The supplies shall be performed within 3 years prior the final date of submission of offers or requests to participate in the procedure, if the period of business activity is shorter within this period, specifying values, object of supply, execution dates and recipients and documents confirming diligent performance of the supply **as per Annex 6 to this Specification – the list of supplies performed**;

1.3. Appropriate technical potential and personnel capable of performing the contract;

For the purpose of confirmation of fulfillment of this requirement the Economic Operator shall prove that he has appropriate technical potential and personnel capable of performing the object of the contract at his disposal, especially those who are responsible for the execution of the Contract and quality of the object of the Contract, with information stating their qualifications and experience necessary for Contract execution, as well as the scope of their activity and information about the grounds for disposal of those **participants as per Annex 7 to this Specification**

1.4. Economic and financial standing;

For the purpose of confirmation of fulfillment of this requirement the Economic Operator shall enclose information from bank or saving and loan association in which the Economic Operator has his own account, confirming the financial standing of the Economic Operator or his creditworthiness necessary for current financing of the object of the Contract up to at least 500 000 PLN, issued not earlier than 3 months prior the time limit for submission of the offers;

2. Economic Operators who are not subject to exclusion because of failure to fulfill requirements specified in Article 24 paragraph 1 of Public Procurement Law shall be eligible to compete for a public contract.

The original of declaration shall be signed by the person/persons authorized to represent the Economic Operator. In case of joint offer, under Article 23 of Public Procurement Law declarations shall be submitted as joint declarations or separate declarations. Economic Operator may rely on know-how and experience, technical potential and personnel capable of performing the Contract or the financial resources of the other entity, irrespective of legal nature of their relations. In such a situation the Economic Operator is obliged to prove that he will have the resources necessary for performing the Object of the Contract, presenting written obligations of those entities to spare necessary resources for the Contract performance.

Evaluation of the fulfillment shall be: fulfils/does not fulfill on the basis of submitted documents.

Documents which shall be submitted by the Economic Operator in order to confirm the fulfillment of the conditions for participation in the procedure and to confirm that Economic Operator is not excluded from the procedure.

1. The Awarding Entity requests the Economic Operator to submit the following declarations in order to prove the fulfillment of conditions specified in Article 22 paragraph 1 :

1.1. **declaration of the Economic Operator as per Article 44 of Public Procurement Law confirming the fulfillment of requirements for participation in the procedure** specified in Article 22 of Public Procurement Law – **Annex 3 to this Specification** ;

1.2. **the list of supplies performed - 2 supplies** of equipment or units of the pressure not lower than 200 bar and the value not lower than 500 000 PLN (gross value) each, in the scope necessary to prove the fulfillment of the conditions related to having knowledge and experience. The supplies shall be performed within 3 years prior the final date of submission of offers or requests to participate in the procedure, if the period of business activity is shorter within this period, specifying values, object of supply, execution dates and recipients and documents confirming diligent performance of the supply **as per Annex 6 to this Specification – the list of supplies performed**;

1.3. **the list of persons** who will participate in the performance of the object of the Contract especially those who are responsible for the execution of the Contract and quality of the object of the Contract, with information stating their qualifications and experience necessary for Contract execution, as well as the scope of their activity and information about the grounds for disposal of those **participants as per Annex 7 to this Specification**;

1.4 **information** from bank or saving and loan association in which the Economic Operator has his own account, confirming the financial standing of the Economic Operator or his creditworthiness necessary for current financing of the object of the Contract up to at least 500 000 PLN, issued not earlier than 3 months prior the time limit for submission of the offers;

Note: Values of supplies confirming the fulfillment of conditions – the list of supplies – mentioned in paragraph 1. item 1.2 (Annex 6) and sums of money specified in paragraph 1. item 1.4 specified in other currencies shall be calculated into PLN according to average rate of exchange given by National Bank of Poland valid for the day the Notice of Public Contract was announced in the EU Official Journal.

The above mentioned documents as per paragraph 1 items 1.1-1.3 shall be submitted in original and shall be signed by the person/persons authorized to sign the offer. Document mentioned in paragraph 1 item 1.4 may be submitted in copy confirmed: in compliance with original by the person/persons authorized to sign the offer.

2. In order to prove lack of ground for exclusion from the procedure in situations specified in Article 24 paragraph 1 of Public Procurement Law the following documents shall be submitted:

2.1. The declaration of the Economic Operator concerning the lack of ground for exclusion from the procedure under Article 24 paragraph 1 of Public Procurement Law, **as per Annex 2 to this Specification**;

2.2. Valid official copy of proper register if other regulations require the registration in order to prove lack of grounds for exclusion from the procedure under Article 24 paragraph 1 of Public Procurement Law, issued not earlier than 6 months prior the time limit for submission of the offers, and in case of natural persons declaration in the scope of Article 24 paragraph 1 item 2 of Public Procurement Law is required;

2.3. Valid declaration of the head of Tax Office confirming that that economic operator has not any arrears in taxes or declaration that he acquired legal exemptions from payments or payments delay or permission to pay arrears in installments or stay of execution of proper body issued not earlier than three months prior the final date of permission to participate in the procedure or the final date of submission of the offer.

2.4. Valid declaration of the head of Tax Office and proper Social Insurance Institution or Agricultural Social Insurance Fund confirming that that economic operator has not any arrears in taxes and health and social insurance premiums or declaration that he acquired legal exemptions from payments or payments delay or permission to pay arrears in installments or stay of execution of proper body issued not earlier than three months prior the final date of permission to participate in the procedure or the final date of submission of the offer.

2.5. Valid information of National Criminal Record or equivalent declaration of proper court or administrative body from the country of economic operator within the scope specified in Article 24 paragraph 1 item 4-8 of Public Procurement Law issued not earlier than 6 months prior the final date of submission of the offer.

2.6. Valid information of National Criminal Record or equivalent declaration of proper court or administrative body of the country of the person, within the scope specified in Article 24 paragraph 1 item 9 of Public Procurement Law issued not earlier than 6 months prior the final date of submission of the offer.

Document mentioned above in item 2.1.( declaration) shall be submitted in original and shall be signed the person/persons authorized to sign the offer.

Documents specified in items 2.2., 2.3., 2.4., 2.5., 2.6. may be submitted in copies by the person/person authorized to sign the offer and confirmed - in compliance with original.

3. Additional documents to be attached to the offer:

3.1. offer form – Annex 1 to this Specification

3.2. sample of the Contract – annex 4 to this Specification

3.3. technical specification – annex 5 to be used at your discretion

Documents specified in items 3.1., 3.2., 3.3., may be submitted in copies by the person/person authorized to sign the offer and confirmed - in compliance with original.

Note: the signature shall be deemed the hand written signature enabling identification of the persons authorized to represent the Economic Operator as per register act and legal requirements. See chapter XIV paragraph 2 item 4.

1. Foreign Economic Operators

If, Economic Operators have a registered office in Poland, and the persons mentioned in Article 24 paragraph 1 items 5-8 of Public Procurement Law have the place of residence outside Poland, the Economic Operator shall submit declaration of proper court or administrative body proper for the place of residence confirming lack of criminal record of those persons specified in the scope of Article 24 items 5-8 of the Public Procurement Law, issued not earlier than 6 months prior the time limit for submission of request to participate in the procedure or submission of offers. However, if such declarations are not issued in the country the Economic Operators have a place of residence, they shall be replaced by documents prepared in the presence of Notary Public, or by court, administrative

body, or business organization or the body of self-government of the place of residence of the Economic Operator.

If Economic Operator has his registered office or place of residence outside Poland instead of documents mentioned in **XI paragraph 2 of this Specification** he shall submit:

4.1. items 2.2, 2.3.,2.4., 2.6. – documents confirming that:

- a) winding –up proceedings have not been opened against him and he has not been declared bankrupt;
- b) he has not any arrears in taxes, health and social insurance premiums or that he acquired legal exemptions from payments or payments delay or permission to pay arrears in installments or stay of execution of proper body;
- c) he has not been prohibited to participate in the procedure for a public contract;

4.2. Instead of document specified in chapter XI of the Specification paragraph 2 item 2.5 – document of proper court or administrative body where the Economic Operator has his registered office or place of residence within the scope specified in Article 24 paragraph 1 items 4-8 of Public Procurement Law shall be submitted.

4.3. Documents specified in item 4.1 letter a) and c) and 4.2. should be issued not earlier than 6 months prior the final date of submission of the offer. Document specified in item 4.1. letter b) should be issued not earlier than 3 months prior the final date of submission of the offer.

4.4. If such documents as specified in chapter **XI of this Specification items 4.1 and 4.2** are not issued in the country where the economic operator has his registered office or place of residence they shall be replaced by declaration made before a notary public, competent court, administrative body or professional or economic organization – item 4.3. shall refer to the dates of issuing such documents.

## 5. Joint Offer

5.1 In case the Offer is submitted by several entities, the offer shall fulfill the following requirements:

- a) authorized representative/ leading party shall be appointed to represent the Economic Operator – the Power of Attorney should be attached.
- b) Awarding Entity shall require the copy (confirmed in compliance with original) of the agreement or other document confirming establishing consortium or civil company, signed by all the parties or shareholders, however the period for which the consortium agreement or civil company have been established shall not be shorter than the Contract performance period.
- c) The Offer shall be signed by each party or authorized representative/ leading party.
- d) The authorization to perform duty of the authorized representative/leading party shall be signed by all legally authorized representatives of each party - it should be attached to the Offer.
- e) Leading representative/partner shall be authorized to incur obligations and make payments on behalf of each of the party and shall be authorized to exclusive representation during the Contract performance – the proper declaration shall be attached to the Offer
- f) The Entities participating jointly shall bear joint liability for failure or indiligent performance of obligations.

5.2. Economic Operators who jointly participate in the procedure shall submit one offer, however:

- a) declarations and documents specified in **XI item 2- 2.1-2.6.** of this Specification shall be submitted by each of Economic Operators separately,
- b) the remaining declarations and documents specified **in XI item 1- 1.1 -1.4.** – shall be submitted by representative of the Economic Operators, or by each of Economic Operators who jointly participate in the procedure.

Evaluation of the fulfillment of the conditions for participation in the procedure shall be based on correctness and completeness of declarations and documents submitted by the Economic Operators in accordance with Article 22 paragraph 1, subject to Article 26 paragraph 3 of Public Procurement Law.

Evaluation of the fulfillment shall be: fulfils/does not fulfill on the basis of submitted

### III.2.2) Economic or financial capacity

<p>Information and formalities necessary for evaluation of fulfillment of requirements</p> <p><b>Financial and economic standing</b></p> <p>For the purpose of confirmation of fulfillment of this requirement the Economic Operator shall enclose information from bank or saving and loan association in which the Economic Operator has his own account, confirming the financial standing of the Economic Operator or his creditworthiness necessary for current financing of the object of the Contract up to at least 500 000 PLN, issued not earlier than 3 months prior the time limit for submission of the offers;</p>	<p>Low level of potentially required standards <i>(if applicable)</i></p>
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### III.2.3. Technical capacity

<p>Information and formalities necessary for evaluation of fulfillment of requirements</p> <p>Appropriate technical potential and personnel capable of performing the contract;</p> <p>For the purpose of confirmation of fulfillment of this requirement the Economic Operator shall prove that he has appropriate technical potential and personnel capable of performing the object of the contract at his disposal, especially those who are responsible for the execution of the Contract and quality of the object of the Contract, with information stating their qualifications and experience necessary for Contract execution, as well as the scope of their activity and information about the grounds for disposal of those <b>participants as per Annex 7 to this Specification;</b></p> <p>Having knowledge and experience;</p> <p>For the purpose of confirmation of fulfillment of this requirement the Economic Operator shall prove that the performance of <b>2 supplies of equipment or units of the pressure not lower than 200 bar and the value not lower than 500 000 PLN (gross value) each</b>, in the scope necessary to prove the fulfillment of the conditions related to having knowledge and experience. The supplies shall be performed within 3 years prior the final date of submission of offers or requests to participate in the procedure, if the period of business activity is shorter within this period, specifying values, object of supply, execution dates and recipients and documents confirming diligent performance of the supply <b>as per Annex 6 to this Specification – the list of</b></p>	<p>Low level of potentially required standards <i>(if applicable)</i></p>
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supplies performed;	
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**III.2.4) Reserved procurement (if applicable)**

yes  no

procurement is reserved for Labour Protection Works

procurement performance is reserved within labour protection programmes

**III.3) SPECIFIC CONDITIONS CONCERNING CONTRACTS FOR SERVICES**

**III.3.2) service performance is reserved for particular profession**

yes  no

**If positive**, under particular legal, executive and administrative provisions:

**III.3.2) Legal persons should specify names and professional qualifications of persons responsible for services performance:**

yes  no

**SECTION IV: PROCEDURE**

**IV.1) TYPE OF PROCEDURE**

**IV 1.1) Type of procedure**

<input checked="" type="radio"/> Open tendering	
<input type="radio"/> Restricted tendering	
<input type="radio"/> Forwarded restricted tendering-	Justification for forwarded procedure
<input type="radio"/> Negotiated	Candidates are already qualified <input type="radio"/> yes <input type="radio"/> no <b>If positive</b> , give names and addresses of qualified economic operators in chapter VI.3 Additional Information
<input type="radio"/> Negotiated forwarded	Justification for forwarded procedure
<input type="radio"/> Competitive dialogue	

**IV.1.2) limitation of number of Economic Operators who will be invited to submit offers or participate in the procedure** (*restricted tendering, negotiated procedure, competitive dialogue*)

Envisaged number of Economic Operators
OR envisaged minimum number of Economic Operators and (if applicable) maximum number
Objective criteria for selection of limited number of candidates:

IV.1.3) Decrease in number of Economic Operators during negotiations or dialogue

(*negotiated procedure, competitive dialogue*)

The application of stage procedure for gradual decrease of discussed solutions or negotiated offers

Oyes Ono

**IV.2.1) CONTRACT AWARD CRITERIA**

**IV.2.1 ) Contract award criteria ( mark the correct space)**

the lowest price

OR

the most cost-effective offer with reference to the following criteria

criteria specified below ( criteria should be specified in weighing or enumerated from the most important to the least important if weighting presentation is impossible due to obvious reasons)

criteria determined in the Specification, in invitations to submit offers or to negotiations or in descriptive document

Criteria	Weighing	Criteria	Weighing
1.		6.	
2.		7.	
3.		8.	
1.		9.	
5.		10.	

**IV.2.2) Electronic bidding will be applied**

Oyes no

If **positive**, give additional information concerning electronic bidding

**IV.3) ADMINISTRATIVE INFORMATION**

**IV.3.1.) Reference number given by the Awarding Entity (if applicable)**

INS/NO-28/2010

**IV.3.2) Previous notices concerning the same Contract**

Oyes no

If **positive**,

<input type="radio"/> primary information notice	<input type="radio"/> notice of buyer profile
Notice number in Journal of Laws	of day ( d/m/y)
<input type="radio"/> other previous notices (if applicable)	

**IV.3.3. conditions for obtaining of specification and additional documents (excluding dynamic purchasing system) or descriptive document (in case of competitive dialogue)**

Time limit for submission of request to obtain documents or access to documents	
Date: (d/m/y)	time:
Payable documents	
Oyes <input type="radio"/> no	
If positive, Price (give in numbers):	Currency:
Terms of payment:	

**IV.3.4) time limit for submission of offers or for requests to participate in the procedure:**

**Date: 24/06/2010 time: 12:00**

IV.3.5) Date of sending the invitations for submission of offers or to qualified candidates to participate in the procedure (if possible to specify): (in case of restricted tendering, negotiated procedure and competitive dialogue)

Date: (d/m/y)

**IV.3.6. Languages in which the offers or requests to participate in the procedure might be prepared**

ES CS DA DE ET EL EN FR IT LV LT HU MT NL PL PT SK SL FI SV

Other:

**IV.3.7) Minimum offer binding period** (open tendering)

Until: (d/m/y)

OR period in months: OR in days: 60 (of the date of submissions of the offers)

**IV. Conditions for offer opening**

**Date:** 24/06/2010 (d/m/y) time: 12:05

**Place:** (if applicable) Instytut Nawozow Sztucznych, Al.Tysiąclecia Państwa Polskiego 13 a. 24-110 Puławy

persons authorized to be present at offer opening (if applicable)

Oyes Ono

**SECTION VI: SUPPLEMENTARY INFORMATION**

**VI.1) THIS CONTRACT IS OF RENEWING NATURE**

Oyes no

**If positive**, envisaged time limit for subsequent notices:

**VI.2) THIS CONTRACT CONCERNS THE PROJECT/PROGRAMME FINANCED BY EUROPEAN UNION FUNDS**

Oyes no

**If positive**, refer to projects or programmes:

**VI.3) ADDITIONAL INFORMATION (if applicable)**

## **VI.4) APPEAL PROCEDURES**

### **V.I4.4.1 Body responsible for appeal procedures**

Official name: [National Board of Appeal](#)

Address: [ul.Postępu 17a](#)

Postal code: [02-676](#)

Town: [Warsaw](#)

Phone No [+48 22 458 78 01](#)

Country: [Poland](#)

Fax No [+48 22 458 77 00](#)

e-mail [odwolania@uzp.gov.pl](mailto:odwolania@uzp.gov.pl)

Website (URL): <http://www.uzp.gov.pl>

### **Body responsible for mediation procedures (if applicable)**

Official name:

Address:

Postal code:

Town:

Phone No

Country:

Fax No

Website:

### **VI.4.4 submission of appeals (fill in VI.4.2 OR if necessary VI.4.3)**

Detailed information on dates and submission of appeals:

1. Appeals shall be submitted within 10 days calculated from the date of receipt of information on the actions of the awarding entity – which constitute the basis for submission of appeal – if the information is sent in the manner specified in Article 27 paragraph 2 of Public Procurement Law, or within 15 days if information is sent in a different manner.

2. Appeals against the provisions of the Contract Notice or the provisions of the Essential Terms of Contract shall be submitted within 10 days of the notice in EU Official Journal or of the day the Notice is placed on the website.

3. Appeals against actions not specified in item 1 and 2 shall be submitted within 10 days of the day in which with due diligence the basis for appeals might be deemed justified.

VI.4.3) Place where information on submission of appeals might be obtained:

Official name: [National Board of Appeal](#)

Address: [ul.Postępu 17a](#) Postal code: [02-676](#)

Town: [Puławy](#)

Phone No [+48 22 458 78 01](#)

Country: [Poland](#)

Fax No [+48 22 458 77 00](#)

e-mail: [odwolania@uzp.gov.pl](mailto:odwolania@uzp.gov.pl)

Website: <http://www.uzp.gov.pl>

**VI. DATE OF SENDING THIS NOTICE:**

**[14/05/2010 \(d/m/y\)](#)**