

Bratuszyn, 8 January 2016

REQUEST FOR TENDER
for
lease for research purposes of bacteria composite – phosphorus mineralisation activator

for the purposes of "**Development and implementation of lake reclamation and surface water protection method based on natural biological technologies employing beneficial microorganisms**" project carried out as part of the publicly co-funded GEKON Programme.

I. EMPLOYER

ProBiotics Polska Magdalena Górską
Bratuszyn 21
62-720 Brudzew

II. SPECIFICATION OF THE OBJECT OF CONTRACT

1. The object of contract is lease of microbiological composite of specific activity in respect of mineralisation of organic phosphorous fractions, with the right to modify the composite through merging it with other bacteria strains used in water revitalisation and removal of petroleum-derived substances. Such properties of the achieved composition as preservation of functional parameters, preservation of adequate species composition (correspondence), maintaining the required level of activity of the mixed-species complex achieved, as well as stability throughout storage period shall be studied.
2. Lease of microbiological composite of specific activity in respect of mineralisation of organic phosphorous fractions exclusively concerns research carried out in the scope specified in par.1 and does not concern use of the composite for any commercial purposes.
3. Lease of microbiological composite of specific activity in respect of mineralisation of organic phosphorous fractions concerns lease for research purposes for a period of 11 months.
4. Requirements concerning principal qualities of the base composite:
 - a. composition – exclusively probiotic, genetically unmodified strains of microorganisms,
 - b. shelf life period – not shorter than 12 months.
5. Detailed specification of the object of contract:

The object of contract should include:

A/ Composition of the base microbiological composite of specific activity in respect of mineralisation of organic phosphorous fractions,

- B/ Quality inspection method,
- C/ Determination of the effects of use,
- D/ Right to examine, modify, and combine with other strains of microorganisms
- E/ Comprehensive legal services covering temporary transfer of licensing rights for a period of minimum 11 months, i.e. duration of research work

2. Date of execution of the object of contract:

The Employer determines the period of contract execution at 1 February 2016 – 31 December 2016.

III. CONDITIONS FOR ADMISSION TO PROCEEDINGS

1. Contractor who duly submits a price bid for execution of the object of contract is entitled to apply for the contract.
2. Exclusively entitled to apply for the contract are entities which have run operations in the above mentioned scope for a period not shorter than 5 years.

IV. CONDITIONS FOR EXCLUSION FROM PROCEEDINGS

1. Entities associated personally or by capital with the Employer are not entitled to participate in the bidding procedure. Absence of such association should be declared by submitting to the Employer a signed Declaration of personal and/or capital non-association, which constitutes Appendix 2 to the present Request.
2. Tenders assuming use of genetically modified microorganisms in the composition of the base preparation which constitutes the object of contract shall not be considered.

V. TENDER EVALUATION CRITERIA

1. It is obligatory that Tenderers meet all the criteria specified in Art. III and IV of the Request for Tender.
2. From among tenders meeting the above requirements, the economically most effective tender shall be selected according to the criteria specified below:

Item	Tender evaluation criterion	Weighted average	Evaluation method
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1.	Total price	100	price ratio of lowest tender to price of tender under evaluation (x 100)
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3. For the purpose of tender comparison, gross price shall be adopted.
4. The tender should specify net and gross (incl. VAT) prices in Polish zlotys, or in other currency, whose amount for the purposes of tender comparison shall be converted into Polish zlotys at exchange rates announced by the National Bank of Poland (www.nbp.pl – "kurs średni waluty" [average rate of exchange]) on the day of publication of the Request for Tender, i.e. on 8 January 2016.
5. The price should be specified on consideration of all purchase discounts.
6. The lowest price tender shall be selected.
7. The Employer reserves the right to enter into negotiations with the Contractor whose tender has been selected as the economically most effective in terms of price, provided that the negotiations can only be held in order to lower the price quoted by the Contractor.

VI. PLACE, MANNER AND DEADLINE FOR SUBMISSION OF TENDERS

1. Tender submitted in a sealed envelope marked "**Lease for research purposes of bacteria composite – phosphorus mineralisation activator**" must be delivered in the following manner:

- a. registered mail against acknowledgement of receipt, or
- b. sent by hand, or
- c. delivered in person to the Employer's office

at the following address:

ProBiotics Polska Magdalena Górską
Bratuszyn 21,
62-720 Brudzew

Not later than on 22 January 2016.

VII. TENDER PREPARATION METHOD

1. The tender should be made out in Polish or English on the appended tender form, which constitutes Appendix 1 to the present Request. Total net and gross prices, as well as VAT should be indicated in the tender.
2. The tender should be signed by a person authorised to represent the Tenderer's company.

3. The tender should be appended with a signed statement, which constitutes Appendix 2 to the present Request.

VIII. FINAL REMARKS

1. All expenses associated with preparation and submission of the tender incl. appendices are exclusively incurred by the Tenderer.
2. The Employer reserves the right to terminate or abrogate the proceedings for convenience.
3. Subject to the provision of par. 2 above, tender selection process shall be completed not later than on 25 January 2016.
4. The Request for Tender is available on www.probiotics.pl webpage and at the Employer's office.
5. The Employer reserves the right to change the provisions of the Agreement concluded with reference to the contents of the tender subject to which the Contractor has been selected, should new information and facts appear to render execution of the agreement impossible in the original form, and provided it does not affect the goals and results of the project, and the change will be introduced for the benefit of the project. Introduction of changes will be exclusively subject to agreement between both Parties to the Contract.
6. Additional information can be obtained from Magdalena Górka, e-mail: mg@probiotics.pl.

Appendices:

1. Specimen of tender form.
2. Declaration of capital and personal non-association.

Appendix 1 to Request for Tender

TENDER

Name and Address of Tenderer:

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tel. no:

e-mail:

In reply to Request for Tender of 8 January 2016 for "**lease for research purposes of bacteria composite – phosphorus mineralisation activator**," we submit the following tender:

I/We undertake to execute the order specified in the Request for Tender:

for the total net amount of

(in words:)

gross price:

incl. VAT, i.e.

Furthermore, we declare that:

1. The Tenderer is familiar with the conditions contained in the Request for Tender of 8 January 2016 for "**lease for research purposes of bacteria composite – phosphorus mineralisation activator**", and accepts them without reservation.
2. The present tender is valid through 29 February 2016.
3. The Tenderer has obtained relevant information and explanations necessary to prepare the tender.

4. The Tenderer has taken necessary measures and familiarised himself with indispensable technical studies to properly prepare the tender and execute the contract.
5. The Tenderer declares that all information contained in the tender is up-to-date and accurate.
6. This document is non-binding on either party. All terms are subject to Definitive Agreements duly signed by authorized representative of each party.

.....
place, date

.....
signature

Appendix 2 to Request for Tender

DECLARATION OF NON-ASSOCIATION

I hereby declare that company, which I represent, or persons authorised to contract obligations on its behalf, is/are not in any way associated personally or by capital with the Employer, and in particular:

- 1) is/are unrelated, and is/are not a subsidiary, joint subsidiary, or parent entity in relation to the Employer as provided by the Accountancy Act of 29 September 1994 (Journal of Legislation, 2013, item 330 with subsequent amendments);
- 2) is/are an entity which does not remain in such factual or legal relationship with the Contractor or members of **its** bodies as to raise reasonable doubts concerning impartiality in the selection process of goods or service provider, in particular, does not remain in matrimony, first or second degree of consanguinity or affinity, relationship of adoption, guardianship or custody, and is/are not related through membership in the bodies of the provider of goods or service;
- 3) is/are not an affiliated or partner entity in relation to the Contractor as provided by the Commission Regulation no. 651/2014;
- 4) is/are not an entity associated by person with the Employer as provided by Art. 32 par. 2 of the Value Added Tax Act of 11 March 2004 (Journal of Legislation, 2011, no. 177, item 1054 with subsequent amendments).
- 5) This document is non-binding on either party. All terms are subject to Definitive Agreements duly signed by authorized representative of each party.

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place, date

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signature