

Rzeszów 25 September 2020.

**Quotation inquiry No. 29/POIR/CBR/2020 -  
regarding delivery, supervision over assembly and commissioning of the laboratory line for the production of  
laminated pasta**

**CONTRACTING PARTY:**

Makarony Polskie SA  
ul. Podkarpacka 15a  
35-082 Rzeszów

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e-mail: biuro@makarony.pl

Zarejestrowana:  
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Kapitał zakładowy:  
27 750 213 PLN  
(wpłacony w całości)

Zarząd:  
Zenon Daniłowski

In connection with the implementation of the project called "**Establishment of the Research and Development Center for the Pasta Industry at the company MAKARONY POLSKIE SA**" no. POIR.02.01.00-00-0121/16-00, as part of the Intelligent Development Operational Program, 2. Priority axis Support for the environment and the potential of enterprises to conduct R&D&I activity, Measure 2.1. 'Support for investment in R&D infrastructure of enterprises' we hereby invite to submit quotations.

The procedure is carried out in the form of competitive tendering binding under the Guidelines for the eligibility of expenditures within the European Regional Development Fund, European Social Fund and Cohesion Fund for the years 2014–2020, with regard to the eligibility of expenditures within POIR 2014-2020, to which the Public Procurement Act does not apply.

The quotation procedure is carried out in accordance with the principles set out in Article 44.3 of the Act of 27 August 2009 on Public Finance (Journal of Laws of 2009 No. 157, item 1240, as amended), i.e. in a purposeful and cost-effective manner, and abiding by the principles of obtaining the best effects of the expenditures incurred, as well as the proper selection of methods and means serving the achievement of the assumed objectives.

**I. DESCRIPTION OF THE OBJECT OF THE QUOTATION INQUIRY**

1. Type of contract: Delivery
2. Name of contract: **Delivery, supervision over assembly and commissioning of a laboratory line for the production of laminated pasta**
3. CPV code: **42215300-9 pasta-making machines**
4. Detailed description of the object of the contract:

**The subject of the order is the implementation of paid delivery, supervision over the assembly and commissioning of a laboratory line for the production of laminated pasta with the equipment enabling the mixing of dough, shaping the dough sheet, and then giving it a proper shape by cutting it into ribbons of a certain width.**

**Note: signing a contract with a selected Supplier is conditional, i.e. its signing depends on the Company receiving consent from the Managing Institution to change the material scope of project implementation.**

**The object of the contract must fulfil the following requirements:**

No.	Parametr	Required value
1.	Automatic laboratory line for the production of pasta sheet with cutting unit	YES
2.	The machine is composed of: <ul style="list-style-type: none"> <li>– A mixer with dough capacity about 20 kg/h,</li> <li>– Automatic kneader-sheeter (lamination group) consisting of a pair of kneading rollers and a pair of smooth rollers,</li> <li>– Cutting unit consisting of a pair of calibrating rollers and 3 types of cutting rollers (1,5 mm, 8 mm and 12 mm wide)</li> <li>– Cross knife which allows cutting the pasta with length from 5 cm do 30 cm,</li> <li>– Conveyor belt for collecting a dough sheet,</li> <li>– Conveyor belt for collecting ready cut product.</li> </ul>	YES
3.	The dough sheet width - not less than 15 cm and not more than 17 cm.	YES
4.	The dough sheet thickness after the kneader-sheeter - about 5 mm.	YES
5.	The dough sheet thickness after the cutting unit – at least from 0,7 mm to 1,2 mm (with the possibility of thickness adjustment by the operator).	YES
6.	Independent motorization of mixing/ lamination group and cutting unit allows cut the dough sheet and mix another one.	YES
7.	The motorized belt allows automatically roll up the sheet.	YES
8.	A system enabling for automatic unwinding the sheet on cutting unit (after the operator moves the dough sheet roll from the rolling section to the cutting section).	YES
9.	Fast changing of moulds - without any tools.	YES
10.	All mechanical parts and bearings are spaced apart to avoid any type of contamination of the dough/ dough sheet.	YES
11.	The device is made of stainless steel - all elements in contact with the product (except the belts of conveyers).	YES
12.	Conveyor belts adapted to contact with food, which is confirmed by an appropriate certificate.	YES
13.	The construction of the mixer cover allows to add raw materials during the mixing and observe the consistency of the dough.	YES
14.	Power supply 400 V, 3 phases.	YES
15.	CE declaration.	YES
16.	Warranty for at least 12 months.	YES
17.	Manual and documentation of machines at least in English.	YES
18.	Availability of the warranty and post-warranty service.	YES
19.	Transport of machines to production plant (Podkarpacka 15a, 35-082 Rzeszów, Poland).	YES
20.	Assembly, testing and start-up over supervision.	YES
21.	Personel training.	YES



5. The Supplier shall attach to the quotation the respective technical specifications, at least in Polish or English, which clearly and legibly describe the elements of the line, the principle of their operation, and all of the technical and functional parameters described by the Contracting Party in the quotation enquiry.
6. The Supplier shall attach to the quotation the layout of the equipment and the dimensions, plus the detailed specification of the equipment demand for utilities.
7. The Contracting Party requires that the object of the contract is free of any physical and legal defects. The equipment must be new, unused and complete, which means it must be in a condition enabling its use without limitations in accordance with its destination, at the moment of commissioning. The object of the contract must originate from the official distribution channels of the manufacturer, ensuring specifically the performance of guarantee rights.
8. The cost of transport to the Production Plant at ul. Podkarpacka 15a, 35-082 Rzeszów, Poland, as well as the cost of insurance are covered by the Supplier. The object of the contract will be delivered by the Supplier and commissioned for the first time at the place specified by the Contracting Party.
9. The Contracting Party requires that the Supplier provides free-of-charge instruction in handling the equipment for the persons indicated by the Contracting Party, which will include, among other things, issues related to production technology, equipment configuration, handling and maintenance.
10. The Contracting Party requires that along with the object of the contract the Supplier provides complete technical documentation of the object of the contract, comprising any necessary attestations, certificates, the manufacturer's authorisation for sale and service, the manufacturer's declaration of conformity, or other documents confirming that the offered object of the contract has marketing and use authorisations, guarantee documents, quality certificates required by law, detailed operating instructions at least in Polish or English, other documents if require by the binding legal regulations.
11. If at any place of the description of the object of the contract there are provided any manufacturer names, proper names, trademarks, patents or origin of materials and equipment serving the performance of this contract, which indicate or might indicate the specific manufacturer, it does not represent any preference of a product of material of the respective manufacturer but indicates the characteristic feature – technical and quality parameters which are not worse than those specified in the description. The Contracting Party allows in such case the submission of equivalent quotations, including other materials and equipment than those described by the name of the manufacturer, trademark, patent or origin of materials or equipment serving the performance of this contract, providing that they guarantee the achievement of the technical, operating and quality parameters at least the same as the assumed ones. The Supplier referring to equivalent solutions is obliged to prove that the equipment offered by them fulfils the specific requirements of the Contracting Party. The burden of proof that the product is equivalent to the product assumed by the Contracting Party vests with the quoting entity.

**II. DATE OF COMPLETION OF THE OBJECT OF THE QUOTATION INQUIRY**

1. Commencement: **on the date of signing the Supply Agreement.**
2. Non-extendible deadline of the object of the quotation inquiry completion: **60 days from signing the contract.**
3. Quotation validity: 30 days of the final deadline for submitting the quotations.
4. The supplier shall grant a guarantee for the subject of the contract, starting from the day of final acceptance of the entire subject of the contract. The Supplier shall specify the period of validity of the guarantee in the submitted offer, however, the period may not be shorter than 12 months.
5. The Contracting Party does not accept partial quotations.
6. The Contracting Party reserves that the Supplier covers any costs related to the contract performance.

**III. CONDITIONS OF PARTICIPATION IN THE PROCEDURE, DESCRIPTION OF THE METHOD OF THE CONDITIONS FULFILMENT ASSESSMENT, PLUS DOCUMENTS REQUIRED TO CONFIRM THE CONDITIONS FULFILMENT BY THE CONTRACTOR**

1. The Suppliers fulfilling the following conditions may apply for the contract award:

- 1.1 they possess the licence to carry out the business and the activities covered by the object of the contract, have not been declared bankrupt and are not subject to liquidation.  
A confirmation for the fulfilment of that condition is signing of the declaration provided in Appendix 2;
- 1.2 their economic and financial standing is sufficient for the contract performance.  
A confirmation for the fulfilment of that condition is signing of the declaration provided in Appendix 2;
- 1.3 have documented experience - this condition will be met if the Supplier presents a list of laboratory lines for the production of laminated pasta, which were completed during the last 5 years before the deadline for submission of offers, and if the period of the Supplier' business activity is shorter - during this period at least three deliveries of **laboratory lines for the production of laminated pasta**. The Ordering Party will recognize the delivery of equipment with a value of not less than 50 000 PLN net each. (Appendix 4).

The Contracting Party shall assess the fulfilment of the experience condition by the Supplier based on the formula of "fulfilled/not fulfilled" – in accordance with the analysis of the list of deliveries submitted by the Contractor (Appendix 4), comprising information regarding the object of delivery, value of the order, completion dates and recipients of the deliveries. From the contents of the list of deliveries confirming the fulfilment of the above condition, as attached to the Supplier's quotation, it must clearly result that the Supplier fulfils that condition.

2. The Contracting Party shall assess the fulfilment of the above conditions of the Supplier's participation in the procedure in accordance with the "fulfilled/not fulfilled" formula, based on the documents and declarations attached by the Supplier to the quotation submitted.
3. Except for the declarations, the other listed documents must be submitted with the quotation in the original or certified copy, provided with the company stamp, name stamp and legible signature, as well as the current date. The above method of certifying copies refers to each page of the document submitted as a copy, separately. The certification is made by the person/persons authorised to represent the Supplier submitting the quotation.

<b>IV. DOCUMENTS AND DECLARATIONS TO BE SUBMITTED BY THE CONTRACTOR ALONG WITH THE QUOTATION</b>
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1. The quotation submitted in accordance with the template forming Appendix 1 to this Quotation Inquiry.
2. Up-to-date excerpt from the respective register or current certificate of entry in the register of business activities, if separate regulations require such entries, issued not earlier than at 6 months before the expiry of the quotations submission deadline.
3. If the Supplier is seated or resides outside of the territory of the Republic of Poland, they should submit equivalents of the documents referred to in clause 2. above, compliant with the local laws, or if no such documents are issued, they are replaced with a document comprising a declaration made before a notary public, or competent court or administration authority in the country where the Supplier is seated or resides.
4. The list of experience confirmed by the Supplier for the purposes of this procedure, submitted in accordance with the template forming Appendix 4 hereto.
5. Declaration on the fulfilment of the conditions of participation in the procedure in accordance with the template attached hereto (Appendix 2).
6. Declaration on the absence of relationship in accordance with the template attached hereto (Appendix 3).
7. Signed information clause regarding the processing of personal data (Appendix 5)
8. If the quotation and appendices thereto are signed by an attorney, i.e. a person whose authorisation to represent the Supplier submitting the quotation does not result from the respective register, an adequate power of attorney, in original or copy certified by a notary public or an equivalent authority as provided by the binding regulations, must be attached to the quotation.
9. The Supplier shall attach to the quotation the respective technical specifications, at least in Polish or English, which clearly and legibly confirm the fulfilment of all of the technical and functional parameters described by the Contracting Party in the quotation enquiry.
10. The Supplier shall attach to the quotation the layout of the equipment and the dimensions, plus the specification of the equipment demand for utilities.



#### V. CRITERIA OF QUOTATIONS ASSESSMENT AND THEIR WEIGHTS

The Contracting Party shall select the most favourable quotation in accordance with the following criteria:

- I. Price – 90%
- II. Guarantee period – 10%

The quotations will be assessed in accordance with the following score system, assuming that 1% is equal to 1 point.

#### VI. DESCRIPTION OF THE SCORING METHOD WITH REGARD TO THE RESPECTIVE QUOTATION ASSESSMENT FULFILMENT

1. When selecting the most favourable quotation the Contracting Party will focus on the criterion of price and guarantee period.
2. The score within Criterion I – Price will be applied based on the net price (in PLN) for the performance of the object of contract, as specified by the Contractor in the Quotation Form. The number of points within that criterion will be calculated from the following formula:

$$\text{Price} = (\text{the lowest net price of the quotation} / \text{the net price of the assessed quotation}) \times 90$$

The maximum score for the quotation in this criterion is 90 points.

3. The score for Criterion II. The warranty period will be granted for the warranty period from the date of final acceptance in accordance with the following points:
  - 36 months guarantee period – 10 points
  - 24 months guarantee period – 5 points
  - 12 months guarantee period – 0 points

The Contracting Party requires that the guarantee period is specified in full months.

The guarantee validity will be determined by the Supplier in the quotation submitted, subject that the period cannot be shorter than 12 months, and will be assessed based on the quotations assessment criterion – the guarantee period.

**The quotation of the Supplier who fails to determine the guarantee period in the submitted quotation or grants the guarantee period shorter than 12 months – will be rejected and will not be subject to assessment.**

The maximum score for the quotation in the guarantee period criterion is 10 points.

4. The most favourable quotation will be deemed to be the one with the highest score, counted as the total number of points obtained for the particular criteria.
5. All calculations will be made with the accuracy to the second decimal point. To compare the prices of the quotations based on the above formula, the net price for the performance of the object of the contract will be taken into account.
6. The Contracting party will award the contract to the Supplier whose quotation will be scored the highest within the total assessment of the quotations (the total number of points received by the Supplier in the price and guarantee period criteria; the score will be calculated with the accuracy to the second decimal point).
7. The maximum score to be granted to the Supplier in assessing the aforesaid criteria is 100 points.
8. The Contracting Party shall reject quotations which:
  - have been submitted post the set-out deadline and/or submitted to a wrong place;
  - are incomplete or fail to fulfil the requirements of this invitation.

#### VII. PLACE AND DEADLINE FOR SUBMITTING AND OPENING THE QUOTATIONS

1. The quotation should be submitted in paper in one of the following manners:



- by post, by courier mail,
- personally, to the address:

**Makarony Polskie SA**  
**ul. Podkarpacka 15a**  
**35-082 Rzeszów**

2. The quotation must be sent or submitted in a sealed envelope stamped with the seal of the Supplier, and provided with the address of the Contracting Party and the note:  
**"QUOTATION with regard to the Quotation Inquiry No. 29/POIR/CBR/2020.**  
**Do not open before 28 October 2020, 9.30 a.m."**
3. The quotation must be submitted by the non-extendible deadline, i.e.: 28 October 2020, 9 a.m.
4. The moment of the quotation submission means the date and time of serving the quotation to the registered office of the Contracting Party (instead of the date of postal stamp).
5. The quotations will be opened on: 28 October 2020, 9.30 a.m. at the registered office of the Contracting Party.

**VIII. METHOD OF PREPARING THE QUOTATION AND THE FORM OF ITS SUBMISSION**

1. The quotation must be presented in the Quotation Form attached to the inquiry.
2. The quotation must be prepared either in PLN or in EUR. As regards the quotations in EUR, for the purpose of selection of the most favourable quotation the Contracting Party will translate the price of the quotation into PLN at the mean exchange rate of the National Bank of Poland, as at the date preceding the date of the quotations submission deadline.
3. The appendices referred to in Chapter IV of this inquiry form inseparable elements of the quotation.
4. The quotation may be filled in either by handwriting or typed, however, in each case the text must be legible.
5. All of the quotation pages, including appendices, must be subsequently numbered.
6. Each of the pages of the quotation and appendices containing any contents must be initialised.
7. The quotation must be signed by a person authorised thereto, which is reflected in the National Court Register, an excerpt from the Register of Business Activities, or other document confirming its legal powers to represent the entity submitting the quotation, or a proper power of attorney must be attached to the quotation.
8. If the quotation and appendices thereto are signed by an attorney, i.e. a person whose authorisation to represent the Supplier submitting the quotation does not result from the respective register, an adequate power of attorney, in original or copy certified by a notary public or an equivalent authority as provided by the binding regulations, must be attached to the quotation.
9. All of the quotation pages, including appendices, must be permanently bound.
10. The Contracting Party is going to reject and will not consider in its assessment any quotation which fails to fulfil the conditions of this quotation inquiry or one submitted post the deadline. The Supplier is not entitled to any claims in that regard.
11. Each of the Suppliers may submit only one quotation.
12. The Contracting Party reserves the right to amend the conditions of the quotation inquiry, as well as to cancel the inquiry or cancel and close the procedure without selecting any quotation, specifically in case co-financing is not received or the value of the quotation exceeds the value of the funds allocated by the Contracting Party to the financing of the contract.
13. Moreover, the Contracting Party reserves the right to repeat the procedure or cancel the same, if the entity or entities participating in the procedure influence the result thereof in breach of law or the Managing Institution Guidelines for awarding contracts co-financed from the ERDF funds, to which the Public Procurement Law does not apply.
14. During the assessment and analysis of the quotations the Contracting Party reserves the right to claim explanations and supplements from the Contractors with regard to the contents of their quotations and the attached documents.



**IX. INFORMATION ON THE POSSIBLE SUPPLEMENTARY CONTRACTS**

The Contractor does not expect to provide supplementary contract with the selected Supplier.

**X. INFORMATION ON THE SCOPE OF EXCLUSION**

1. For the avoidance of the conflict of interest, the contract agreement may not be signed with a Supplier who is related personally or by capital with the Contracting Party. The capital or personal relation is understood to be mutual relationship between the Contracting Party or the persons authorised to assume liabilities on behalf of the Contracting Party or persons performing activities related to preparing and carrying out the Supplier selection procedure on behalf of the Contracting Party, and the Supplier, consisting in particular in:
  - a) participation in a company as a partner (general partnership or association of persons);
  - b) possession of at least 10% participation interest or shares;
  - c) fulfilment of the function of a member of managing or supervising bodies, a proxy or attorney;
  - d) being a spouse, kin or relative in direct (linear) affinity or in secondary (collateral) affinity, also through adoption, custody or guardianship.
2. The Supplier is obliged to attach to the quotation a declaration regarding the absence of the aforesaid relations, in accordance with the template attached hereto (Appendix 3).
3. The declaration regarding the absence of personal or capital relations must be submitted in original or copy certified by a notary public or an equivalent authority as provided by the binding regulations. The declaration must be signed by a person/persons authorised to represent the Supplier submitting the quotation.
4. If the Supplier having personal or capital relations with the Contracting Party submits their quotation, the quotation will be excluded from participation in this procedure.

**XI. INFORMATION ON THE METHOD OF COMMUNICATION BETWEEN THE CONTRACTING PARTY AND THE SUPPLIERS, PLUS IDENTIFICATION OF PERSONS AUTHORISED TO COMMUNICATE WITH THE SUPPLIERS**

1. The Supplier may refer to the Contracting Party for explanations regarding the quotation inquiry.
2. The questions may be sent to the Contracting Party at the following e-mail address: [zapytanie@makarony.pl](mailto:zapytanie@makarony.pl).
3. The Contracting Party will provide reply to any questions related to the quotation procedure, providing that they are served to the Contracting Party at least 3 business days before the quotations submission deadline.
4. Before the expiry of the quotations submission deadline, the Contracting Party may amend the contents of the quotation inquiry, and in such case the Contracting Party will immediately notify such amendment at the websites used for the announcement of the invitation (as far as possible), and will inform the Contractors who reported their interest in the procedure.
5. If the amendment results in the necessity of modifying the quotation, the Contracting Party shall extend the period for submitting quotations. In such case any rights and duties of the Supplier and the Contracting Party will be subject to that new deadline.

**XII. ESSENTIAL TERMS OF AGREEMENT**

- I. AGREEMENT PERFORMANCE PERIOD: **60 days from the date of signing the Contract.**
- II. PLACE OF THE AGREEMENT PERFORMANCE: Rzeszów, ul. Podkarpacka 15 a, 35-082 Rzeszów, Poland.
- III. REMUNERATION AS WELL AS THE PLACE AND METHOD OF PAYMENT:
  1. The remuneration is a flat-rate one and represents the whole amount due to the Supplier in relation to any activities to be carried out by the Supplier in order to perform the Agreement.
  2. The remuneration will be paid in instalments, based on VAT invoices issued by the Supplier and served to the Contracting Party, at the following dates:



- a. advance payment of 30% of remuneration, within 7 days from the date of signing the contract;
- b. advance payment of 40% of remuneration, up to 7 days before the date of commencement of delivery of the equipment from the Supplier's production plant to the place of performance of the contract, with reservation that the delivery may start only after the Ordering Party has checked the equipment in the Supplier's production plant and confirms the device's compliance with the request for proposal and the Supplier's offer confirmed by a written protocol;
- c. final payment of 30% of remuneration, within 14 days from signing the fault-free final acceptance protocol of the device and carrying out the authorization and instruction trainings;
- d. The Employer may request the Supplier to secure advances in any form, including in particular in the form of a (bank or insurance) guarantee of return of advance payment and make the payment of the advance conditional on the submission of the above mentioned security.

#### IV. CONTRACTUAL PENALTIES

1. In case of failure to perform the works within the deadline, i.e. 60 days from signing the contract, the Contractor is obliged to pay a contractual penalty of 0.1% of the contract value for each day of delay.
2. If the Contractor's delay in the execution of the contract will be more than 21 days, the Ordering Party has the right, without any additional call, to withdraw from the contract and demand from the Contractor a contractual penalty in the amount of 20% of the contractual remuneration.
3. In the case of delay in removing defects or faults revealed during the warranty period or failure to proceed to remove defects or faults within the specified period - 0.1% of the contractual remuneration for each day of delay.
4. The reserved contractual penalties do not exclude the right of the Ordering Party to claim additional compensation over the amount of these penalties.

#### V. GUARANTEE

1. The Seller shall grant a guarantee for the period consistent with the term of validity presented in the offer, counting from the date of signing the "Equipment acceptance protocol".
2. The Seller shall provide, during the warranty period, free of charge repair of the devices included in the set of devices, in case of defects (faulty construction of the devices, faulty assembly, faulty materials), not caused by the Buyer or by a third party related to him.
3. The Buyer is obliged to inform the Seller in writing about the defect immediately after its discovery, and the Seller is obliged to inform the Buyer within 3 working days after checking the notification of the defect, whether the defect will be eliminated under the guarantee granted. In case of rejection of the repair under the guarantee, the Seller shall list the reasons for rejecting the repair in writing.
4. The Seller shall inform about necessary actions to be taken or shall send a qualified employee to the Buyer to eliminate the defect on their own account, within 7 working days from receiving the complaint.
5. The Seller assures that the defect discovered during the guarantee period will be removed within 10 working days from the Seller's notification. In exceptional cases when the defective element is not available in the Seller's warehouses or commercial ones, it is agreed that the Seller shall remove the defect within 30 days from notification by the Buyer.
6. In the case of delay in removing defects or faults within the specified period, the Buyer may charge contractual penalties in the amount of 0.1% of the net contractual remuneration for each day of delay.
7. Contractual penalties shall not apply if the deadline was exceeded for reasons not attributable to the Seller.
8. In case of the Seller's failure to meet the obligation to intervene within 10 days, the Buyer - after a prior unsuccessful written call to repair and setting an additional seven-day period - may commission a third party to carry out the repair, provided that this person has the necessary authority and preparation for this. The above order will be made at the cost of the Seller.







9. The Buyer shall make the equipment available to the Seller on specified dates resulting from the terms of the guarantee in order to perform a free of charge guarantee inspection (it is necessary to provide for exclusion of the equipment from operation for the time necessary to perform the inspection); the Seller shall bear the costs of travel and service to the inspection site.

**XIII. DETERMINATION OF THE CONDITIONS FOR AMENDING THE AGREEMENT CONCLUDED AS A RESULT OF CARRYING OUT A PROCEDURE WITH AN ELEMENT OF A PUBLIC PROCUREMENT ORDER**

1. The Contracting Party provides for the possibility of introducing significant amendments in the Agreement concluded with the selected Contractor compared to the provisions for the quotation based on which the Supplier has been selected, in the following cases:
  - a) change of any regulations and legal provisions as well as other documents, including the programme documents of the Intelligent Development Operational Program affecting the Agreement performance;
  - b) change of the Agreement performance period – if there are other legal, economic or technical circumstances, which could not have been foreseen earlier, or in case of force majeure occurrence, for which none of the parties may be held liable and resulting in the inability of proper Agreement performance in accordance with the contract terms;
  - c) change in the generally binding legal regulations which have direct impact on the value of the remuneration due to the Supplier;
  - d) occurrence of obvious typing and counting errors in the contents of the Agreement;
  - e) limitation of the object of the contract related to the respective adjustment of the Supplier's remuneration – in case the necessity of such limitation will result from the previous progress of the contract or due to the reasons outside of the control of the Supplier.
2. Any amendments to the Agreement will be made solely in the form of an annex signed by both parties, otherwise being null and void.

**XIV. APPENDICES**

1. Quotation Form – template
2. Declaration on Conditions Fulfilment – template
3. Declarations on the Absence of Personal or Capital Relations – template
4. List of Previous Experience – template.
5. Signed information clause regarding the processing of personal data – template

PROKURENT  
  
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 PROKURENT  
  
 .....  
 Witold Żarek  
 (authorised signature)

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