

BOS/119/NZ/16

**INDICATION SYSTEM**

CPV 38540000-2

**SPECIFICATION OF ESSENTIAL CONDITIONS  
OF THE PROCUREMENT (SECP)**

OPEN TENDERING PROCEDURE REFERRING TO PUBLIC PROCUREMENT LAW - ACT OF 29 JANUARY 2004  
(DZIENNIK USTAW OF 2010, No. 113, POS. 759 WITH LATER AMENDMENTS),

REFERRED TO IN THE SECP AS 'THE ACT'  
FOR AMOUNTS BELOW THE QUOTE DEFINED IN THE REGULATION ISSUED ON  
THE BASIS OF ARTICLE 11.8 OF THE ACT

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## **§1. INTRODUCTION**

1. The tender is for the supply, delivery and installation of an indicating system for measuring and development of any internal combustion engines on any engine test benches. The equipment must be capable of communicating and working with the test bench automation system as well as suitable for the execution of R&D activities performed on the engine test stands equipment with the automation systems AVL PUMA versions: 1.5.4; 1.5.3; 1.5.1; 1.3.2.
2. The installation of the item of order can not in any way limit BOSMAL's existing test bench automation systems' ability to comply with the requirements of the UNECE and the US EPA standards .
3. The item of order is a system consisting of the following elements:
  - 3.1. A modular high speed indicating system for research and development activities on engines and engine components. It is required that the indication system be equipped with at least eight channels for crank angle-related measurements on internal combustion engines.
  - 3.2. Software for operation, communication and analysis of the combustion process in both online or offline modes.
  - 3.3. Overall integration of the above mentioned automation systems.
  - 3.4. A warranty agreement covering a period of at least two years. The warranty should cover all activities related to the free repair of defects and irregularities, and ensures the conformity of the additional acceptance tests (see § 2, Section 2, Section 3). The maximum repair time should not exceed 10 working days from the notification of the failure. If the problem cannot be solved within the aforementioned period, the damaged component forming part of the contract must be replaced with a new one, free of defects.
4. The indicating system must be suitable for long-term continuous operation 24 hours a day, 7 days a week (assuming the device will be in use for 80% of a given year) and the system's assumed life time should be at least 10 years.



## **§2. DESCRIPTION OF THE ITEM OF ORDER**

### **1. GENERAL DESCRIPTION OF EQUIPMENT**

#### **1.1. HARDWARE**

The indicating system must have:

- 1.1.1. A real time data acquisition module with at least 8-channels.
- 1.1.2. Amplifiers permitting simultaneous collaboration with at least eight piezoelectric cylinder pressure transducers.
- 1.1.3. A crank angle encoder with a measurement resolution at least 0.5 deg. crank angle.
- 1.1.4. The possibility of extension with additional acquisition and amplifier modules – with the possibility to operate in a cascading manner and full compatibility with currently used indication equipment AVL IndiCom
- 1.1.5. The ability to work under the following ambient conditions: temperature 0 – 50°C, relative humidity 10 – 75%.
- 1.1.6. A controlling computer (with a monitor), which permits control and operation of all installed modules - where there is an inability to meet the requirements of point 1.2.1.
- 1.1.7. All cables and connectors necessary for proper operation.

#### **1.2. SOFTWARE**

The software must have:

- 1.2.1. The ability to be installed on any computer running Windows XP, Windows 7 and Windows 10 (32 and 64 bit). The Supplier should provide the technical specification of the PC destined for software installation.
- 1.2.2. The possibility of recording data as a function of crank angle.
- 1.2.3. The ability to monitor the measured and converted values, in real time, based on predefined limits, along with the registration of cases exceeding the given limit (registration of the event itself and the period immediately before and after the event - 100 cycles or 20 seconds before and after the event).
- 1.2.4. Knock monitoring option which detects knocking combustion on the basis of cylinder pressure signals or accelerometer signals, in real time.
- 1.2.5. An oscilloscope mode.
- 1.2.6. A continuous measurement mode.
- 1.2.7. A snapshot measurement mode.
- 1.2.8. The possibility of two-way communication with the above mentioned automation systems PUMA via TCP/IP (remote control of indication system from PUMA and data transfer from indication system to PUMA) as well as with the engine's ECU automatic calibration software AVL CAMEO.
- 1.2.9. The possibility of simultaneous online operation, measurement data storage as a function of crank angle and transmission the of data as a function of time to the test bench automation system.
- 1.2.10. The ability to export data or graphics in a format compatible with AVL Concerto (iFile, txt, bmp, jpg).

- 1.2.11. A definable crank angle measurement resolution in the range of 0.1deg (or less) to 1.0 deg - measurement resolution is evaluated in § 6, paragraph 4, Table 2.
- 1.2.12. A cold start measurement option (start of the measurement before the first crankshaft movement in the case of a time-based measurement, or with the first incoming signal from the encoder on a crank angle-based measurement).
- 1.2.13. The ability to define calculations online with the option to display and record the results.
- 1.2.14. Statistical options, such as: minimum, maximum, mean value, standard deviation, standardized min / max. The coefficient of variance (COV). Fast Fourier transformation for frequency and order analysis, digital filters (FIR and IIR), combustion noise analysis (third octave and narrow band analysis).
- 1.2.15. Defined functions and formulas for calculations, such as: burn rate, fast heat release, peak value and position, indicated mean effective pressure (total IMEP, high pressure portion IMEPH, low pressure portion IMEPL), PV diagram, etc. Timing and angle position measurement of signals, e.g. injection timing, ignition timing. Thermodynamic results: polytropic coefficients for the compression and expansion phases, start of combustion, center of gravity of heat release, mass burned fraction points (MFB), etc. Arithmetic functions: mean and integral values, high pass and low pass filter, first and second derivation, etc.
- 1.2.16. A formula editor with a library of predefined macros and functions for creation of formulas and procedures for detailed combustion analysis compatible with currently used data post-processing software AVL Concerto (CalcGraf)
- 1.2.17. The ability to display the measured and calculated values in many different ways (x/y-diagram, waterfall diagram, etc.).
- 1.2.18. A gas exchange simulation model which can be used to calculate flow phenomena, such as residual gas content in the cylinder and gas exchange efficiency.
- 1.2.19. The ability to work in offline mode (data post-processing with stored results), combustion process analysis, burned and unburned parts analysis and a one-dimensional gas exchange simulation model that uses boundary conditions such as measured pressure curves, valve lift curves and flow coefficients, fuel parameters. The combustion analysis results must include the rate of heat release, as well as energy and heat balances.

## **2.INSTALATION AND ACCEPTANCE**

- 2.1. Within one week of signing the contract, the Contractor will specify all the installation requirement needed for the proper functioning of the system; i.e. a list of equipment that is needed to carry out all relevant tests and calibration for the acceptance of the device.
- 2.2. The Contractor will inform BOSMAL of their readiness one week before dispatch.
- 2.3. In the scope of acceptance, at least the following tests will be carried out on the indicating system:
  - 2.3.1. A check of the communication and functionality with PUMA automation systems.
  - 2.3.2. A check of data acquisition in both manual and remote control mode.
  - 2.3.3. Checks of the correctness of the calculations in defined functions and formulas.
  - 2.3.4. A check of the formula editor's functionality.
  - 2.3.5. A check of the combustion analysis software's functionality.



2.4. The scope of delivery of the indicating system should include system documentation, in Polish or in English (1 paper written copy and an electronic version on CD/DVD), consisting of at least:

- 2.4.1. Technical drawings representing the system.
- 2.4.2. Schematics of all components.
- 2.4.3. Schematics of all connections.
- 2.4.4. Operation, repair and maintenance manuals in scope involving user safety, including a description of measurement execution (in Polish).
- 2.4.5. Manuals of functions of system components and software.
- 2.4.6. A spare parts list.
- 2.4.7. A list of spare parts which BOSMAL should have in stock to minimize downtime in case of system breakdown.
- 2.4.8. Reports from equipment checks after start-up at the Contractor's site.
- 2.4.9. Declarations of conformity according to at least the following safety standards (in Polish):
  - 2.4.9.1. PN-EN 61326-1:2009 – Electrical equipment for measurement, control and laboratory use.
  - 2.4.9.2. PN-EN 61010-1:2011 – Safety requirements for electrical equipment for measurement, control, and laboratory use devices.
  - 2.4.9.3. 2014/30/UE – Electromagnetic compatibility.
  - 2.4.9.4. 2014/35/UE – Low voltage devices.

2.5. Scope of responsibility. See Table 1.

**Table1. Scope of responsibility**

<b>No.</b>	<b>Task</b>	<b>BOSMAL</b>	<b>Contractor</b>
1	Design of the system layout	X (acceptance)	X
2	Delivery		X (DDP)
3	Unloading	X (support)	X
4	Storage	X	
5	Unpacking	X (support)	X
6	Locating the system components	X	X (technical support and supervision)
7	Assembling and integrating all system components		X
8	Commissioning		X
9	Acceptance tests	X	X
10	Final acceptance	X	X
11	Training		X

### **§3. TERMS AND CONDITIONS OF PARTICIPATION IN THE CONTRACT AWARD (TENDER) PROCEDURE**

1. The tender procedure is open to contractors which
  - a) are not excluded from the procedure for the award of the contract under Article 24(1)(12)-(23) and Article 24(5)(1), (5)-(6) and (8) of the Public Procurement Act.

The Awarding Entity shall, based on the information contained in the contractor's statement, verify whether this condition is satisfied, except that the information contained in that statement may only be interpreted as the Contractor's initial confirmation that it is not excluded from the procedure;

- b) meet the technical and/or professional capacity condition for participation in the contract award procedure that is set out in Article (22)(1b)(3) of the Public Procurement Act.

This condition shall be deemed satisfied if the contractor has provided evidence showing that it has completed at least three supplies of the same nature and volume in the past three years (before the closing date for submitting tenders) for an awarding entity that was or is

- a manufacturer of vehicles,
- a tier 1 automotive supplier, or
- an industrial research and development centre.

The Awarding Entity shall, based on the information contained in the contractor's statement, verify whether this condition is satisfied, subject to that the information contained in that statement may only be interpreted as the Contractor's initial confirmation that it is not excluded from the procedure.

### **§4. DOCUMENTS AND STATEMENTS**

1. **Documents and statements to be submitted together with the tender:**

- a) In order to provide that the bidding contractor is not excluded from the procedure for the award of the contract, a statement valid as at the date of submitting the tender, that there are grounds for excluding the contractor from the contract award procedure under Article 24(1)(12)-(22) and Article 24(5)(1), (5)-(6) and (8) of the Public Procurement Act,

This statement (a form) is contained in Appendix 4 to the Terms of Reference.

- b) In order to verify whether the contractor meets the conditions for participation in the tender procedure, a statement, valid as at the date of submitting the tender, that the contractor meets the technical and/or professional capacity condition set out in Article (22)(1b)(3) of the Public Procurement Act.

This statement (a form) is contained in Appendix 3 to the Terms of Reference.

- c) a written statement by the entity / entities whose technical or professional capacity and/or financial or economic resources the contractor has stated to rely on in carrying out the contract, that each such entity agrees to provide the contract with such resources; this statement is to be submitted as evidence, under Article 22a(1) and Article 22a(2) of the Public Procurement Act, the contractor will use the necessary resources of such an entity / such entities in carrying out the contract.

2. **Statement to be provided by the Contractor to the Awarding Entity, within 3 days of posting the tender opening notice, referred to in Article 86(5) of the Public Procurement Act, on the website,**

Pursuant to Article 24(11) of the Public Procurement Act, the Contractor shall provide the Awarding Entity with a statement on whether or not the Contractor is "part of the same group of companies", specified in Article 24(1)(23) of the Public Procurement Act. This statement (a form) is contained in Appendix 5 to the Terms of Reference. Together with that statement, the Contractor may provide evidence that its relations with any other contractor do not and will not distort competition in this contract award procedure.



**3. Documents and statements to be submitted by the winning contractor at the written request of the awarding entity, within a time period of at least 5 (five) days, made under Article 26(2) of the Public Procurement Act**

- a) in order to prove that the statutory grounds for exclusion from the contract award procedure are not fulfilled:
- a valid extract from the relevant register or a central business registration and information service, if the law requires registration of the Contractor, in order to prove that the Contractor is not excluded from contract award procedures under Article 24(5)(1) of the Public Procurement Act, such an extract to be issued on a date not earlier than six months before the closing date for submitting tenders;
  - a valid certificate issued by the head of the relevant tax authority confirming that the Contractor is not in arrears with taxes, issued on a date not earlier than three months before the closing date for submitting tenders, or any other document confirming that the Contractor has been granted a lawful exemption from, deferral of or the right to make outstanding payments in instalments or that the relevant authority's decision with respect to the Contractor has been suspended entirely, in each case issued on a date not earlier than three months before the closing date for submitting tenders;
  - a valid certificate issued by the relevant branch of Zakład Ubezpieczeń Społecznych (Polish National Social Insurance Institution) or Kasa Rolniczego Ubezpieczenia Społecznego (Farmers' Social Insurance Fund) confirming that the Contractor is not in arrears with health and social insurance contributions or that the Contractor has been granted a lawful exemption from, deferral of or the right to make outstanding payments in instalments or that the relevant authority's decision with respect to the Contractor has been suspended entirely, in each case issued on a date not earlier than three months before the closing date for submitting tenders;
  - a statement by the Contractor that the Contractor has never been convicted under a final court order to imprisonment and/or or a fine to the extent described by the Awarding Entity under Article 24(5)(5) and Article 24(5)(6) of the Public Procurement Act.

If the Contractor is to rely on the capacity or situation of another entity, under Article 22a of the Public Procurement Act, the Contractor must provide the aforesaid documents referring to such entity;

- b) in order to verify whether the contractor meets the conditions for participation in the tender procedure:
- a list of at least three supplies of the same nature and volume completed within three years before the closing date for submitting tenders or, if the Contractor has been in operation for less than three years, then within the period of its operation, providing the value of the supplies, the subject matter of each supply, the date of completion and the name of the entities for whom the supplies were performed, accompanied by evidence of appropriate performance of the supplies, a an evidence of meeting the technical or professional capacity condition.

Such evidence may take the form of testimonials or other documents issued by the entity or entities for whom the supplies were performed, or the Contractor's statement to that effect, if the Contractor is unable to obtain such documents for justified and objective reasons.

In order to verify whether the Contractor, if it is to rely on the capacity or situation of another entity under Article 22a of the Public Procurement Act, will have access to the necessary resources to the extent necessary to perform the contract, and to verify whether the relation between the Contractor and each such entity guarantees that the Contractor has actually access the resources of such entities, the Awarding Entity requires documents specifying, in particular, the following:

- the scope of the resources to be made available to the Contractor;
- how the resources made available to the Contractor will be used by the Contractor in performing the contract;
- the extent and period to and for which each such entity is to be provide its resources in performing the contract.



3. The documents described in Article 4(2a) and Article 4(2b) must be issued in accordance with the Regulation of the Prime Minister of 27 July 2016 on the types of documents that an awarding entity may require a contractor to provide as part of the contract award procedure (Dz.U. (Journal of Laws) 2016, item 1126).

The above documents must be submitted as originals or certified photocopies dated and signed by a person authorised to represent the Contractor. The copies of the documents relating to any other entities whose resources the Contractor is to rely on in accordance with Article 22a(2) of the Public Procurement Act must be certified as true copies of the originals by such entities.

4. If the Contractor's registered business office or place of residence is based outside the Republic of Poland, then instead of the documents described in Article 4(2a), the Contractor must submit the documents specified in Article 7 of the Regulation of the Minister of Development of 26 July 2016 on the types of documents that an awarding entity may require a contractor to provide as part of the contract award procedure (Dz.U. (Journal of Laws) 2016, item 1126), confirming that:
- a) the Contractor is not in arrears with health and social insurance contributions or that the Contractor has been granted a lawful exemption from, deferral of or the right to make outstanding payments in instalments or that the relevant authority's decision with respect to the Contractor has been suspended entirely;
  - b) no liquidation procedure has been initiated against the Contractor and that the Contractor has not been declared bankrupt.

The document referred to in 4b) should be issued on a date not earlier than six months before the closing date for submitting tenders. The document referred to in 4a) should be issued on a date not earlier than three months before the closing date for submitting tenders.

5. If any of the documents listed in section 4 is not issued in the country of residence of a person or in the country of the Contractor's registered business office or place of residence, the document must be replaced with a document containing a statement, which shall also name the persons authorised to represent the Contractor, made before the relevant judicial, administrative, professional self-government or economic self-government authority in the country of residence of a person or in the country of the Contractor's registered business office or place of residence, or made before a notary public.
6. **Each document drawn up in a foreign language must be accompanied by its translation into Polish.**
7. If there is any doubt as to the content of any document submitted by the Contractor, the Awarding Entity may contact the relevant authority in the country of residence of the person to whom the document relates or in the country of the Contractor's registered business office or place of residence, to request the necessary information about the document.

In the event of any doubt or inconsistency, the provisions of the regulation issued under Article 25(2) of the Public Procurement Act shall prevail in each case.

8. If it is necessary to ensure that the contract award procedure is carried out properly, the Awarding Entity may, at any time in the course of the procedure, request the bidding contractor(s) to submit all or any of the statements and/or documents confirming that they are not excluded from participation in the contract award procedure or, if there are reasonable grounds to believe that a statement or document previously submitted is out-of-date or is no longer valid, to submit an up-to-date version of the statement or document.



## §5. DESCRIPTION OF THE FORMAT OF TENDER PREPARATION

1. Tenders must be written in the Polish language (a technical description in English may be provided) and prepared using means that prevent the text of the tender from being deleted without leaving a trace of its deletion (Article 9.2 of the Public Procurement Act).
2. The Awarding Entity suggests that
  - the first page of the tender document be the completed TENDER FORM (Appendix 1 to the Terms of Reference);
  - the pages of the tender document be numbered successively starting from number 1 on the first page of the TENDER FORM (the pages of any documents enclosed with the tender document must also be numbered);
  - all the pages be fastened or stapled in a way that prevents any sheet from becoming loose;
  - each page of the tender document be initialled by a person authorised to sign the document;
  - each correction, if any, of the tender document be initialled by a person authorised to sign the document.
3. The tender document must be accompanied by the statements and documents specified in 4(1).
4. The tender document must additionally be accompanied a technical description of the offered equipment. This description may be provided in English.
5. The Contractor may only submit one tender, offering only one, final price.
6. The Awarding Entity will accept tenders expressed in and settlements with the Contractor in the Polish currency (PLN) or EUR.
7. The Awarding Entity will not accept variant or partial tenders.
8. The Contracting Authority will not accept tenders submitted by electronic means.
9. The tender and each document enclosed with the tender must be signed by a person authorised to represent the bidding Contractor in business transactions, as named in the contractor's registration documents and in accordance with the applicable statutory requirements.
10. If the Contractor is represented by an agent, the tender document must be accompanied by the agent's power of attorney, specifying the scope of powers and signed by persons authorised to represent the Contractor.
11. If the tender document is accompanied by materials other than required by the Awarding Entity, e.g. advertising or information materials, it is desirable for such materials to be permanently separated from the tender document.
12. It is the Awarding Entity's suggestion that tenders be submitted in a sealed package with the following text: ***Oferta w trybie przetargu nieograniczonego na dostawę systemu indykacji (Tender in an open tender procedure for the supply of an indication system)***
13. Any information provided in the course of the tender procedure and classified as the Contractor's secrets as defined in the Act on Combating Unfair Competition (Polish: Ustawa o zwalczaniu nieuczciwej konkurencji) with respect to which the Contractor has stated that the information may not be made available to other bidders must be marked with the following text: ***Nie udostępniać innym uczestnikom postępowania. Informacje stanowią tajemnicę przedsiębiorstwa, w rozumieniu Art. 11, ust.4 ustawy o zwalczaniu nieuczciwej konkurencji*** (English: This information may not be made available to other bidders. This information is classified as a business secret as defined in Article 11.4 of the Act on Combating Unfair Competition) and enclosed as permanently separated from the tender document. The information referred to in Article 86(4) of the Public Procurement Act may not be classified as a business secret by the Contractor.



**14. Joint tenders/consortium**

A group of contractors tendering for the contract in question ("Consortium") should meet the conditions for participation in the tender procedure and submit documents confirming that they meet the conditions in accordance with the provisions of Articles 3 and 4 of the Terms of Reference.

The statements and documents confirming that there are no grounds for exclusion from the procedure for the award of the contract under Article 24(1)(12)-(22) and Article 24(5)(1), (5)-(6) and (8) of the Public Procurement Act must be submitted by each member of the Consortium. The statements and documents confirming that the condition for participation in the contract award procedure in accordance with Article 22(1b)(3) of the Public Procurement Act is met must be submitted by at least one of the Consortium members.

In the case of a Consortium, the tender document must be accompanied by a document appointing an agent for the Consortium, pursuant to Article 23 of the Public Procurement Act, submitted as an original or a copy certified in accordance with the provisions of the Civil Code.

**§6. TENDER SELECTION METHOD AND CRITERIA**

1. Pursuant to Article 24(1)(12) - (23) and Article 24(5)(1), (5)-(6) and (8) of the Public Procurement Act, a contractor that has failed to prove that it meets the conditions for participation in the tender procedure is excluded from participation in the procedure. The tender submitted by an excluded Contractor is deemed rejected under Article 24(4).
2. Pursuant to Article 89(1)(2) of the Public Procurement Act, the Awarding Entity will reject each tender that fails to meet the material conditions of the contract (Terms of Reference), subject to Article 87(2)(3) of the Public Procurement Act.
3. The offered testing / measurement equipment must meet all the requirements specified in Articles 2 and 9 of the Terms of Reference.
4. The Awarding Entity may require the Contractor, pursuant to Article 87(1) of the Public Procurement Act, to provide explanations regarding the content of their tenders and to correct obvious errors in their tenders pursuant to Article 87(2) of the Public Procurement Act, while being required to notify the Contractor of the same immediately.
5. The Awarding Entity has set the following tender evaluation criteria (Table 2):

**Table 2. Evaluation criteria**

No.	Criterion	Description	Significance (%)
1.	Price (incl. VAT)	The gross price for the performance of the contract, which should include any and all costs incurred by the Contractor.	92
2.	Technical Parameter	Measurement (software) resolution when measuring the crankshaft rotation angle: better than 0.1°CR.	4
3.	Additional warranty period	Additional warranty period (Extension of the warranty period by at least 12 months)	4
<b>TOTAL:</b>			<b>100</b>



5. A score (points) will be calculated for each tender using the following formula (5.1):

$$L = \left[ \frac{C_{min}}{C_1} W_1 + C_2 W_2 + C_3 W_3 \right] \quad (5.1)$$

where:

- $L$  means the final score in points,
- $C_{min}$  means the lowest of all the prices offered in the non-rejected tenders,
- $C_1$  means the price offered in the tender under evaluation,
- $C_2$  means the points for the technical parameter (0 - for a resolution of 0.1<sup>0</sup>OWK, 0.5 - for a resolution of 0.05<sup>0</sup>OWK or better, 1 - for a resolution of 0.025<sup>0</sup>OWK or better),
- $C_3$  means the points for an additional warranty period  
(1 - if an additional warranty period of at least 12 months is offered, 0 – other cases),
- $W_i$  means the criterion significance,
- $i$  means an ordering number.

6. The technical parameter in Table 2 must be clearly reflected in the technical description of the equipment and be confirmed in the tender form (Appendix 1 to these Terms of Reference).
7. Prices expressed in EUR will be converted to the Polish currency PLN at the average exchange rate of the National Bank of Poland as at the date of opening the tenders.
8. If the submitted tender requires the Awarding Entity to pay goods and services tax, in accordance with goods and services tax regulations, the Awarding Entity will, for the purpose of evaluating the tender, increase the offered price by the amount of such goods and services tax payable by the Awarding Entity in accordance with the applicable laws and regulations. The Contractor must, when submitting its tender, inform the Awarding Entity whether the selection of the tender will result in a tax liability for the Awarding Entity and, if yes, must specify the goods and/or services in respect of which the tax liability will arise, as well as the pre-tax value of such goods and/or services.
5. The Awarding Entity will communicate the results of the tender procedure to the tendering contractors by fax and/or electronic mail.

## §7. FORMAL REQUIREMENTS

### 1. Communication with contractors

#### a. Persons authorised to communicate with contractors

Contractors may contact the Awarding Entity to request explanations of the terms and conditions of the contract on business days, from 7 a.m. to 2 p.m. The following persons have been authorised by the Awarding Entity to communicate with contractors:

- Commercial enquiries: Mr Zbigniew Liszewski, Purchasing and Warehousing Department, e-mail: [zbigniew.liszewski@bosmal.com.pl](mailto:zbigniew.liszewski@bosmal.com.pl).
- Technical enquiries: Piotr Bielaczyc (PhD), Engine Testing Unit, e-mail: [piotr.bielaczyc@bosmal.com.pl](mailto:piotr.bielaczyc@bosmal.com.pl).



**b. Method of communication of the Awarding Entity with contractors**

All communication between the Awarding Entity and contractors shall be via a postal service operator within the meaning of the Postal Law Act of 23 November 2012 (Dz.U. (Journal of Laws) of 2012, item 1529; and of 2015, item 1830), by personal delivery, courier, fax by electronic means within the meaning of the Polish Act of 18 July 2002 on the Provision of Services by Electronic Means (Dz.U. (Journal of Laws) of 2013, item 1422; of 2015, item 1844; and of 2016, items 147 and 615).

All statements, notices, notifications or information must be provided by contractors as part of the tender procedure in question by fax at +48 33 82 28 846 or by electronic mail to [zakupy@bosmal.com.pl](mailto:zakupy@bosmal.com.pl).

All statements, notices, notifications or information must be provided by the Awarding Entity as part of the tender procedure in question at the fax numbers and/or e-mail addresses given by the contractors in their tenders. The party receiving any such statement, notice, notification or information must confirm its receipt immediately when requested to do so by the sending party.

If the receipt of the statement, notice, notification or information referred to above is not confirmed by the receiving contractor, that statement, notice, notification or information will be deemed made or given at the time of its receipt by the receiving party in such a way that the receiving party could have read it.

**c. Procedure for making tender documentation available**

Each interested party has the right to familiarise itself with the documentation of the tender procedure in question, upon a request made to the Awarding Entity. In reply to the request, the Awarding Entity will be required to specify the place, date and conditions of making the documentation available, in accordance with the rules set out in the Public Procurement Act and in the Regulation of the Minister of Development of 28 July 2016 on the protocol for the public contract award procedure (Dz.U. (Journal of Laws) of 2016, item 1128), issued under Article 96(5) of the Public Procurement Act.

**2. Bid bond**

Each Contractor must provide security for its performance of the contract, in the form a bid bond provided before the closing date for submitting tenders and for the tender binding period, in the amount of PLN 8,500 (eight thousand five hundred zlotys) or EUR 2,000 (two thousand euros).

The bid bond may be provided in any of the forms specified in Article 45.6 of the Public Procurement Act.

If the bid bond is a cash deposit, the amount must be paid into the Awarding Entity's bank account held with Bank Pekao SA O/Bielsko-Biała:

- for PLN: Account No. 32 1240 4142 1111 0000 4823 8630;
- For EUR: Account No. 39 1240 4142 1978 0000 4823 0559 – SWIFT: PKOPPLPW;

with the following text in the bank transfer description field: ***oferta w trybie przetargu nieograniczonego na dostawę systemu indykacji*** (Tender in an open tender procedure for the supply of an indication system).

If the bid bond is a cash deposit, the cash deposit will be deemed to have been paid on the date when the payment is credited to the Awarding Entity's bank account.

If the bid bond is provided in any other form acceptable by the Awarding Entity, it must be enclosed, in the original, with the tender document.

The Contractor's guarantee must be irrevocable, unconditional, drawn up in accordance with the applicable laws and regulations and should contain at least the following:

- a) the name of the Contractor, the beneficiary of the guarantee (the Awarding Entity), the guarantor (the bank or insurance institution providing the guarantee), including their registered offices;
- b) the claim to be guaranteed,
- c) the guarantee amount,
- d) the validity period of the guarantee,
- e) the guarantor's undertaking to pay the guarantee amount in the event of the occurrence of the circumstances described in Article 46(4a) and Article 46(5) of the Public Procurement Act.



The Awarding Entity will retain the bid bond amount and interest if the Contractor, in reply to the request referred to in Article 26(3) and Article 26(3a), fails, for reasons for which it is responsible, to submit any of the statements and/or documents confirming the facts referred to in Article 25(1), and/or the statement referred to in Article 25a(1), and/or the required powers of attorney and/or fails to give the error correction consent referred to in Article 87(2)(3), thus preventing the Contractor's tender from being selected as the best tender.

Any disputes regarding the guarantee will be resolved in accordance with the laws of the Republic of Poland before a court of law with jurisdiction over the Awarding Entity's registered office.

The above provisions will apply to sureties (Polish: *poręczenie*) accordingly.

The Awarding Entity will refund or, in justified cases, retain the bid bond in accordance with the provisions of Article 46 of the Public Procurement Act.

In the case of a Consortium, the bid bond may be provided by one member of the Consortium.

The Awarding Entity may require the Contractor to provide the bid bond already refunded to the Contractor, pursuant to Article 46(3) of the Public Procurement Act.

### **3. Information on the formalities to be completed to enter into the contract after selecting the contractor**

The selected Contractor will be required to sign the contract in accordance with the Material Provisions of the Contract as contained in Appendix 2 to the Terms of Reference and in accordance with the Articles 139 and 140 of the Public Procurement Act.

The Awarding Entity requires that the Contractor provides a performance bond equal to 5 (five) % of the gross value of the contract, in any of the forms provided for in Article 148(1) of the Public Procurement Act. The selected Contractor shall provide the performance bond in the full amount, irrespective of the form of the bond, not later than on the day of signing the contract, but before signing the contract.

If the selected Contractor fails to provide the required performance bond, the Awarding Entity may select the best of the other submitted tenders, pursuant to Article 94(3) of the Public Procurement Act, unless the conditions described in Article 93(1) of the Public Procurement Act are fulfilled.

If the selected tender is a joint tender submitted by a group of contractors, the Awarding Entity will require the Contractor to submit an agreement governing the terms and conditions of the individual contractors' co-operation, such an agreement to be submitted before the contract is entered into.

If the selected Contractor carries on a business as a limited liability company, then if the value of the contract exceeds twice the amount of the Contractor's share capital, the Contractor will, not later than on the day of signing the contract, submit the resolution provided for in Article 230 of the Polish Companies Code (*Kodeks spółek handlowych*), authorising the company's management board to enter into the contract, unless that company's deed of formation provides otherwise, in which case the Contractor must provide an extract of the Contractor's company formation deed to confirm that the company is authorised to assume such obligations.



## **§8. DEADLINES**

### **1. Closing date for submitting tenders**

Tenders must be submitted to the Purchasing and Warehousing Department of Instytut Badań i Rozwoju Motoryzacji BOSMAL Sp. z o.o., at the address of ul. Sarni Stok 93 (93 Sarni Stok street), Room 330 or 361, 43-300 Bielsko-Biała, by **12 o'clock noon on 24 November 2016**.

All tenders submitted after the above deadline will, irrespective of the reasons for their late submission, be returned after the expiry of the time limit for objections, of which prior notification will be given to the relevant contractor in accordance with Article 84(2) of the Public Procurement Act.

### **2. Opening tenders**

The tenders validly received will be opened in Room 401 in the building of Instytut Badań i Rozwoju Motoryzacji BOSMAL Sp. z o.o., at **12:30 (half past twelve in the afternoon) on 24 November 2016**.

The record of the tender opening procedure will be posted immediately on the [www.bosmal.com.pl](http://www.bosmal.com.pl) website, in the Zamówienia/PRZETARGI PUBLICZNE section, in accordance with Article 86(5) of the Public Procurement Act.

### **3. Tender binding period**

The bidders will be bound by their tenders for a period of **30 days** from the closing date for submitting tenders.

(Article 85(1)(1) of the Public Procurement Act)

### **4. Contract performance**

The offered equipment must be delivered and started up **within three (3) weeks of the date of entering the contract, as a requirement**.

## **§9. OTHER CONDITIONS**

### **1. The Contractor should provide:**

- a) basic training (included in the offered price) in the operation of the indication system, taking measurements and performing basic maintenance tasks is provided. Such training may be provided at the Contractor's premises or at BOSMAL's premises;
- b) and warrant the correct operation of the whole equipment for at least 24 months of its start-up (the day of signing the acceptance report). The warranty must cover all the work needed to detect and repair defects in the equipment. Any extension of the warranty period will be evaluated in Article 6(4), Table 2;
- c) the possibility of reporting defects, at least by electronic mail, 24 days a day and 7 days a week;
- d) the service team's response time from the time a defect is reported by the Awarding Entity to the time the Contract contacts the Awarding Entity to agree upon details of correcting the defect is not longer than 24 hours (business days). Repair work to correct the defect must begin not later than within 5 business days of the time of reporting the defect during the warranty period. An experienced engineer must be available to arrive, together with the necessary spare parts, to perform the necessary repair / servicing work at BOSMAL's premises. The repair work must be completed within 10 business days of reporting the failure or problem. If the problem cannot be solved within the above time period, the defective part of the supplied equipment must be replaced with a new, defect-free part;
- e) availability of spare parts to buy and post-warranty servicing for at least 5 years from the date of signing the acceptance record.
- f) availability of post-warranty servicing within 10 working business days (An experienced engineer must be available to arrive, together with the necessary spare parts, to perform the necessary repair / servicing work at BOSMAL's premises).



2. The Contractor is required to ensure that the equipment is accompanied by a complete set of operation manuals and/or control software in Polish and English, an installation manual, declarations of conformity and warranty documents in Polish.
3. In the event of the occurrence of unexpected circumstances, the Awarding Entity will accept an equivalent solution that meets all the requirements laid down in the Terms of Reference and the submitted tender (evaluation criteria), provided that the substitute product is proved to meet such requirements.  

The supply of a substitute product will not result in an increase in the price or an extension of the time limit for the performance of the contract or any extension of any related periods (the warranty period, the service team's response time etc.).
4. Pursuant to Article 144(1) of the Act, the Awarding Entity will accept amendments to the contract if the time limit for performance of the contract is extended, in accordance with the description in the Material Provisions of the Contract (Appendix 2).
5. Contractors and other entities that have or had an interest in being awarded the contract have the right to exercise the legal remedies provided for Articles 179-198g of the Act in cases where the value of the contract is equal to or exceeds the amounts specified in the provisions of law issued under Article 11(8) of the Public Procurement Act.
6. The tender procedure may be invalidated in the cases specified in Article 93 of the Public Procurement Act.
7. This translation into English is provided for convenience only. In the case of any discrepancy, the Polish text of the Terms of Reference will prevail.

#### **§10. LIST OF APPENDICES**

1. Page One of the Tender Form (Appendix 1)
2. Material Provisions of the Contract (Appendix 2)
3. Contractor's Statement on Meeting the Conditions for Participation in the Tender Procedure (Appendix 3)
4. Contractor's Statement on No Grounds for Exclusion (Appendix 4)
5. Statement on Being / not Being Part of the Same Group of Companies (Appendix 5)

#### **END OF THE TERMS OF REFERENCE**