



Fundusze Europejskie
Inteligentny Rozwój



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Request for proposals No. 1143519

In connection with the implementation of the project entitled "Introduction of M-TECH to new international markets (USA; Mexico; Australia; South Africa and Russia) and increase in sales to European markets, in particular through the promotion of the new product Retrofit M-Tech Platinum types C5W, W5W" as part of the division 3.3.3: SME SUPPORT FOR PRODUCT MARKETS - GO TO BRAND of the Intelligent Development Operational Programme, 2014-2020 co-financed by the European Regional Development Fund, M-Tech invites you to submit an offer to the European Regional Development Fund:

Stand construction for APPEX USA 2018 trade fair.

Ordering party:

M-Tech Poland Sp. z o.o.
Portowa 8b
44-100 Gliwice
NIP 6452532997

Ordering mode:

The contract will be awarded on the basis of a tender procedure. (Principle of competitiveness)

Subject matter and description of the contract

KOD CPV – 39000000-2 Furniture (including office furniture), furnishings, domestic appliances (excluding lighting) and cleaning products

Service of stand construction on 30m² with assembly on 28.10.2018 hrs: 8:00 and disassembly on 01.11.2018 hrs. 22:00.

The stand should contain:

- development according to the design (exemplary realization according to the Annex)
- carpet
- type of carpet: needle-punched



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- anti-slip properties: YES
- runo: 100% PP
- Weight of pile: 650g/m²
- the height of the pile: 3mm
- total height: 5mm
- colour: Ash
- 3 showcases measuring 90x45x190 cm, all-glass with double-sided side lighting.
- 4 armchairs
- hocker table with 4 chairs
- flyer stand
- utility room

Conditions for the submission of tenders:

Offers can be submitted by sending an e-mail to: j.skotnicka@m-tech.pl or personally delivering to the address M-Tech Poland Portowa 8 b 44-100 Gliwice. The date of delivery of the offer is understood as the date of receipt of the offer at the e-mail address or delivery to the registered office of the company. Offers submitted after the above-mentioned deadline will not be considered. Contractors will prepare and present their offers in accordance with the requirements of the request for quotation together with the attachments. The tender should be drawn up in Polish/English on the specimen enclosed in Appendix 1. The tenderer should indicate the validity of the tender. The Economic Operator may submit only one tender in this procedure. The tender should not contain any illegible or unauthorized corrections and deletions. Any corrections or corrections of errors should be legible and dated and signed by at least one of the persons signing the offer.

The tender and its attachments must be signed (signature and stamp) by the Economic Operator in accordance with the rules of representation specified in the Contractor's registration



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document or by a person authorised to make declarations of will on its behalf. The costs of preparation of the offer shall be borne by the Economic Operator.

Exclusions:

Entities related to the Principal, either personally or in terms of capital, shall be excluded from the proceedings. Capital or personal relations shall be understood as mutual relations between the Principal or persons authorised to incur liabilities on behalf of the Principal or persons performing on behalf of the Principal activities related to the preparation and performance of the procedure for selecting the Economic Operator, and the Economic Operator, consisting in particular in:

I. participation in a partnership as a partner in a civil law partnership or a partnership,

II. holding shares or at least 5% of shares

III. performing the function of a member of the supervisory or management body, proxy, attorney,

IV. remaining in such a legal or factual relationship which may give rise to justified doubts as to impartiality in the selection of the contractor, in particular being married, in a relationship of kinship or affinity in a straight line, kinship or affinity in the collateral line up to the second degree or in an adoption, custody or guardianship relationship.

Implementation schedule:

Assembly on 29.10.2018 at 8:00 a.m. and disassembly on 01.11.2018 at 10:00 p.m.

Bid evaluation criteria:

During this procedure, only tenders that meet all the requirements will be taken into consideration. The tender which is not subject to exclusion, contains all required documents and declarations and has the lowest price shall be selected for the most advantageous tender. The Contracting Authority shall award the contract to the Economic Operator whose tender meets all the requirements contained in the request for proposal and shall be assessed in the given selection criterion as the most advantageous -



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obtaining the highest number of points. The points will be calculated as a ratio of the lowest price to the price of the analysed offer x 100 points. If the Awarding Entity will not be able to select the most advantageous tender due to the fact that tenders were submitted and received the same number of points, the Awarding Entity will invite the Economic Operators who submitted these tenders to submit - within the time limit specified by the Awarding Entity - additional tenders. Subject to the fact that the Economic Operators, when submitting additional bids, cannot offer prices higher than those offered in the original bids. The Contracting Authority reserves the right to cancel the procedure without giving any reason.

Additional information:

The Contracting Authority reserves the right to cancel the procedure without giving any reason.

The Contracting Authority reserves the right to charge the contractor with a contractual penalty in the event of failure to deliver the subject of the contract within the time limit set by the Contracting Authority in the amount of 100% of the contract value plus costs related to the resignation from the exhibition space and side costs (however not more than 300% of the contract value) and 30% of the contract value for each hour of delay.