

REQUEST FOR QUOTATION NO. 1/2024

Project: *"Automation, robotization and digitization of production and business processes at the MA Polska production plant"*

- investment A2.1.1. Investments to support robotization and digitization in enterprises from the National Recovery and Resilience Plan (Krajowy Plan Odbudowy i Zwiększania Odporności (KPO))

I. Ordering Party

MA POLSKA SPÓŁKA AKCYJNA

NIP (NATIONAL TAX NO.): 6462336513

REGON (Polish Statistical Identification Number): 27382327600000

KRS (National Court Register) entry: 0000065211

II. General provisions

This procurement procedure (hereinafter: "Procedure") is conducted in the form of a request for quotation in accordance with the principle of competitiveness in connection with the implementation of the Project entitled "Automation, robotization and digitization of production and business processes at the MA Polska production plant." The Project will be implemented as part of an investment A2.1.1. Investments to support robotization and digitization in enterprises from the National Recovery and Resilience Plan (Krajowy Plan Odbudowy i Zwiększania Odporności (KPO)) This Procedure is conducted in accordance with the principles set out in Appendix No. 6: The principle of competitiveness as part of an investment A 2.1.1 (hereinafter: "Guidelines").

III. Subject of the Contract

1. The subject of the contract as part of the implemented project includes the purchase of an **Transfer servo press with a 5000x2500 mm bolster area, with ram force of 16,000 kN (1600T). Press designed for producing sheet metal stampings.**
2. A detailed description of the Subject of the Contract is described in point 7 of this RFQ ("Description of the Subject of the Contract"; hereinafter: "OPZ"). The Subject of the Contract must be consistent with the Description of the Subject of the Contract (necessary requirements). If the Subject of the Contract does not meet the necessary requirements specified in the OPZ, the Contractor's offer will be rejected.
3. CPV codes:
42636000-3 Presses

IV. Deadline and method of submitting offers

1. General rule for submitting offers and exceptions.
 - 1.1. Offers should be submitted on a specially prepared offer form constituting Appendix No. 1 to this Request for Quotation in writing, legibly, completed in indelible ink or pen, typed or computerized, by **February 22, 2024**, at 23.59. The offer should be submitted in electronic form (a scan of the offer signed by the person authorized to represent it, in accordance with

the registration document) by sending it to the Ordering Party's e-mail address: **a.trzcionka@pl.ma.gruppocln.com** or in paper form, i.e. in person, by post or by courier to the Ordering Party's address: **MA Poland ul. Turyńska 100, 43-100 Tychy, Poland**, with the note "Offer related to the Procedure No. **1/2024**."

2. The submitted offer is considered complete if it contains all the required information and Appendices referred to in the Request for Quotation.
3. All documents and declarations should be prepared in Polish or English. If you submit an offer in another language, it is necessary to attach its translation into Polish/English. In the absence of translations into Polish or English, in case of doubts as to the content of the documents, the Ordering Party may consider that the offer does not contain the required document.
4. Each Contractor may submit only one offer. Submitting more than one offer will result in rejection of all offers submitted by the Contractor. This rule also applies to the form of submitting offers, i.e. the Contractor may submit an offer only in paper or electronic form, submitting an offer in both forms will result in rejection of all offers.
5. Any changes in the content of the offer (amendments, strikeouts, additions) must be legible and initialed by the person(s) signing the offer.
6. The offer must indicate the person authorized to contact the Contractor, providing name, surname, telephone number and e-mail address.
7. The date of submission of the offer is the date of receipt of the offer by the Ordering Party - via one of the methods specified above.
8. Offers sent by post must be sent sufficiently in advance so that they can be delivered before the deadline specified in point 1.1.
9. Offers submitted after the deadline will not be considered.
10. The Bidder may introduce changes or withdraw the submitted offer, provided that the Ordering Party receives written notification of their introduction or withdrawal of the offer before the deadline for submitting offers specified in the Request for Quotation.

V. Method of verifying the correctness of offers

1. The complete offer must:
 - a. Be prepared on a specially prepared offer form constituting Appendix 1 to this request for quotation and contain the necessary signed declarations constituting an Appendix to the request for quotation or their equivalents prepared by the Bidder in English;
 - b. Contain an appropriate power of attorney - if the offer is signed by an attorney;
 - c. In the case of Bidders jointly applying for the award of a contract, the offer shall include a document appointing a representative to represent them in the contract award procedure or to represent them in the procedure and conclude an agreement regarding the request for quotation.
2. The Ordering Party will reject the offer if:
 - a. The Bidder has again submitted an incomplete/erroneous offer (offer submitted for the second time), after being requested to correct it by the Ordering Party;
 - b. was submitted on the wrong form;
 - c. it was not signed by an authorized person;
 - d. its content does not correspond to the content of the request for quotation;
 - e. received after the deadline specified in part IV of the Request for Quotation;
 - f. is illegible;

- g. received via a communication channel other than that indicated in the Request for Quotation;
- h. the Bidder is subject to exclusion pursuant to Art. 7 section 1 of the Act of April 13, 2022 on special solutions for counteracting support for aggression against Ukraine and for the protection of national security (Journal of Laws item 835).

In the course of examining and evaluating offers the Ordering Party may request from the Bidder explanations of the content of submitted offers.

VI. Contact person for the RFQ

The person authorized by the Ordering Party to contact Bidders and provide information is Agata Trzcionka, telephone +48 604 144 909; e-mail: a.trzcionka@pl.ma.gruppocln.com

VII. Description of the Subject of the Contract

1. Purpose of the Subject of the Contract

The contract will be implemented as part of the Project named: *"Automation, robotization and digitization of production and business processes in the MA Polska production plant"* - under investment A2.1.1. Investments to support robotization and digitization in enterprises from the National Recovery and Resilience Plan (Krajowy Plan Odbudowy i Zwiększania Odporności (KPO))

The aim of the Project is the automation, robotization and digitization of production and business processes at the MA Polska production plant.

2. The planned implementation date of the Project is January 1, 2024-December 31, 2024. The Ordering Party reserves the right to change the implementation schedule at the stage of the Procedure, as well as at the stage of contract implementation. The basis for changing the order implementation schedule may be changes in the implementation schedule of other elements of the project or resulting from delays in obtaining permits, administrative decisions (including those resulting from signing the project co-financing agreement) and changes in the schedule for the assembly or delivery of other equipment or installations (being part of the Project), without which it is impossible to complete the subject of this contract.
3. Place of implementation of the Project: ul. Zagnańska 27, 25-528 Kielce, Poland.
4. The Subject of the Contract is:
Purchase of a transfer press.
The device will be part of a production line for producing stampings from steel sheets.

Transfer press consisting of:

1. Stamping press
2. 3 axis destacker feeder – enabling the loading of blanks onto the belt conveyor, the destacker must ensure the possibility of producing a single blank. The insertion of material must not cause the production process to stop.
3. Loading belt conveyor – enabling the transport of blanks for the first stamping operation. The conveyor must have the function of positioning the blank in three axes (X,Y,Z)

4. Transfer beam - programmable, moving on three axes (X, Y, Z), enabling the transfer of manufactured products between operations
5. bolster - 2 pcs, bolsters must enable preparation of the tool for stamping outside the press. The replacement of bolsters with tools is to be automatic
6. Device for applying an oil film

Main parameters of the press:

Press type: SE (single action)
Drive type: ServoDrive
Ram force: 16000 kN
Bolster area: 5000 X 2500 mm
Carriage capacity: 50T
Die height: 1100 – 1400 mm
Slider stroke: 750mm; adjustable (300 mm)
Type of material processed: steel
Blank thickness: 0.4 – 3.5 mm
Blank length: 200 x 100 mm - 2000 x 1000 mm
Yield strength of the material (Re): up to 1500 MPa
Visualisation and Operating System: Siemens (or equivalent)

Detailed parameters are included in Appendix 4 - Technical Appendix, which is part of this RFQ

Start of work: putting the press into operation: no later than December 31, 2024

5. Bidders will remain bound by the offer for a period of 30 days. The validity period of the offer begins with the expiry of the offer submission deadline.
6. Subject of the Contract completion date: no later than December 31, 2024 (the detailed order implementation schedule will be agreed individually when signing the contract).

VIII. Equivalence

Wherever the subject of the contract is described the indication of trademarks, patents or origin, source or specific process, it is allowed to use solutions equivalent to those described, provided that they have at least the same or better technical and functional parameters and do not lower the standards specified in the documentation.

Wherever the subject of the contract is described by reference to standards, technical assessments, technical specifications and technical reference systems, solutions equivalent to those described are allowed.

IX. Conditions for participation in the Procedure and a description of how to assess their compliance

1. A Bidder who has the necessary conditions to perform a specific activity may apply for an order, if the regulations impose an obligation to have such powers.
2. Knowledge and experience

The Ordering Party does not impose any specific conditions for participation in the procedure.

3. In the course of examining and evaluating offers, the Ordering Party may request that the Bidder provide explanations of the content of the offers submitted by the Bidder.
4. Technical potential
The Ordering Party does not impose any specific conditions for participation in the Procedure.
5. Economic and financial situation
The Ordering Party does not impose any specific conditions for participation in the Procedure.
6. Order completion date
The Ordering Party reserves the right to consider only offers that declare an order completion date no later than December 31, 2024. The order completion date is equivalent to the delivery of the acceptance protocol by the entity selected to process the order.

The Bidder is obliged to include in the Offer Form (Appendix 1 - RFQ Form) a statement confirming the order completion date.

The assessment of the fulfillment of the condition will be made in accordance with the zero-one method – i.e. the formula "meets – does not meet". An offer that does not meet the above condition results in the exclusion of the Bidder and rejection of its offer.

7. No capital or personal ties

Capital or personal relations shall be understood as mutual relations between the Ordering Party or persons authorized to enter into obligations on behalf of the Ordering Party or persons performing on behalf of the Ordering Party activities related to the preparation and conduct of the Contractor selection procedure and the Ordering Party, consisting in particular of:

- a. participating in a company as a partner in a civil partnership or partnership, owning at least 10% of shares (unless a lower threshold is provided for by law), serving as a member of the supervisory or management body, commercial proxy or proxy,
- b. being married, in a relationship of consanguinity or affinity in the direct line, consanguinity or affinity in the collateral line up to the second degree, or being in a relationship by virtue of adoption, guardianship or other court ordered custodial arrangement, or being in cohabitation with the contractor, its legal representative or members of the managing bodies or bodies supervisory boards of contractors applying for the contract,
- c. being in such a legal or factual relationship with the contractor that there is justified doubt as to their impartiality or independence in connection with the contract award procedure.

Bidders who have personal or capital relations with the Ordering Party shall be excluded from the Procedure.

The Bidder is obliged to attach to the offer a Declaration of the lack of personal or capital relations between the Bidder and the Ordering Party according to the template constituting Appendix No. 2 to this RFQ.

The assessment of the fulfillment of the condition will be made in accordance with the zero-one method – i.e. the formula "meets – does not meet". An offer that does not meet the above condition results in the exclusion of the Bidder and rejection of its offer.

X. Criteria for evaluating offers, description of scoring

If more than one bidder submits an offer, the Ordering Party will select the most advantageous offer based on the following criterion:

#	Criterion	Score
1.	Total net price (C)	1

Description of the method of awarding points for meeting a given offer evaluation criterion.

Criterion No. 1 – Total net price (C)

$C = (C_{min} / C_o) \times 100\%$, where:

C - number of points awarded to the evaluated offer under the "Total net price" criterion,

C_{min} - the lowest total net price for the entire order among all valid offers submitted in the Procedure,

C_o – the total net price for the implementation of the entire order in the currently examined offer.

For the purpose of assessing offers submitted in foreign currencies, the average exchange rate of the National Bank of Poland as of the date of publication of the request for proposal will be used.

If the company is not able to deduct VAT, the offer evaluation criterion will take into account the gross price.

If the offered price differs by more than 30% from the arithmetic average of the prices of all valid offers not subject to rejection, or the presented offer raises the Ordering Party's doubts as to the possibility of performing the Subject of the Contract, the Ordering Party shall request the Bidder to submit explanations within the specified deadline, including submitting evidence regarding the price or cost calculation. The Ordering Party evaluates these explanations in consultation with the Bidder and may reject this offer only if the submitted explanations and evidence do not justify the price or cost stated in this offer.

The Ordering Party will award the order to the Contractor whose offer meets all the requirements contained in the Request for Proposal and will be assessed in the given selection criterion as the most advantageous - obtaining the highest number of points (max. 100 points).

XI. Conditions for amending the contract

1. The Ordering Party reserves the right to make changes to the contract concluded with the Contractor, not leading to a change in the nature of the contract, due to:
 - a) the need to introduce justified changes in the scope and manner of performance of the Subject of the Contract, which could not have been foreseen at the time of conclusion of the contract;
 - b) occurrence of circumstances resulting from force majeure;
 - c) changes to significant legal regulations affecting the implementation of the Project.
2. It does not constitute an amendment to the contract within the meaning of the point above:
 - a) change of data related to the administrative and organizational support of the contract (e.g. change of bank account number, change of contact details);

- b) change of companies (names) of the parties or their legal form (while maintaining legal continuity).
3. Any amendments and additions to the Contract must be made in writing under pain of nullity (i.e. in the form of an appendix).

XII. Resolution of the Procedure.

1. The Ordering Party will open tenders on February 23, 2024 at 9:00. The Ordering Party will verify the submitted offers in terms of meeting the requirements specified in the RFQ. If any deficiencies or inaccuracies are found in the offer and if all required documents are not provided, the Bidder will be notified of the possibility of supplementing the offer or submitting explanations within the specified deadline. If the Bidder does not submit the required supplements or explanations within the specified deadline, the Ordering Party has the right to reject the offer as not meeting the requirements.
2. The selection of the most advantageous offer will be documented in the protocol of the public procurement procedure, and the Ordering Party will post information about the selection on its website: <https://www.mapolska.eu>. In a separate notification sent to the Bidder whose offer is selected, the Ordering Party will specify the date and place of concluding/negotiating the relevant contract.
3. Before signing the contract, the Ordering Party reserves the right to verify the Bidders' statements regarding the conditions of participation in the procedure on the basis of relevant documents confirming the statements.

XIII. Additional provisions

1. The bidder should prepare an offer in accordance with the provisions of this RFQ and Appendixes to it.
2. In the event of submission of an incomplete offer by the Bidder (e.g. lack of an appropriate appendix, formal deficiencies in the offer, inaccurate completion of the offer form), the Ordering Party may call the Bidder once to complete the offer, indicating the deficiencies in the appendices and/or requiring supplementation of parts of the offer. After re-sending the incomplete offer, the Ordering Party will reject the application.
3. The Ordering Party does not allow partial submissions.
4. The Ordering Party does not allow the submission of variant offers.
5. Communication in the contract award procedure, including the submission of offers, exchange of information between the Ordering Party and the Contractor, transfer of documents and declarations, is carried out in a manner analogous to that described in Part IV, point 1.2 of the Request for Quotation, i.e.:
 - a) in electronic form (a scan of the document signed by the person authorized to represent it, in accordance with the registration document) sent to the e-mail address: **a.trzcionka@pl.ma.gruppocln.com** or
 - b) in paper form, i.e. in person, by post or by courier to the Ordering Party's address in a closed envelope with the note: Offer regarding the Procedure No. 1/2024
6. Questions regarding this request for quotation should be submitted electronically to the following e-mail address: **a.trzcionka@pl.ma.gruppocln.com**. The Ordering Party reserves the right not to provide an answer if the question is received within less than 3 business days preceding the final

date of submission of offers. Questions submitted after 4:00 p.m. will be treated as received with the date of the following day.

7. Submission by the Bidder of false or untrue documents or unreliable statements that are significant for the Procedure being conducted will result in the Bidder's exclusion from further Procedure.
8. The bidders whose offer was selected in the procedure resulting from the terms of this request for quotation may be awarded supplementary contracts in an amount not exceeding 50% of the value of the basic contract specified in the contract concluded with the Bidder, provided that these orders are consistent with the Subject of the Contract.
9. The Ordering Party reserves the right to cancel the Procedure at any stage without giving a reason.
10. This request for quotation does not constitute an obligation of the Ordering Party to conclude a contract. The Ordering Party may withdraw from signing the contract without giving reasons for its decision.
11. Bidders who are not subject to exclusion pursuant to Article 7(1) of the Act of 13 April 2022 on special solutions for counteracting support for aggression against Ukraine and serving the protection of national security (Journal of Laws, item 835) may apply for the award of the contract.

XIV. Appendices to the Request for Quotation

1. Appendix No. 1 - Template Bid Form;
2. Appendix No. 2 - Template of the declaration on the lack of personal or capital relations between the Bidder and the Ordering Party;
3. Appendix No. 3 - Template of the declaration on reading the clause regarding the processing of personal data and on informing the persons whose personal data are provided to the Ordering Party in the content of the offer about its content;
4. Appendix No. 4 - Technical Appendix A - Detailed parameters of the Subject of the Contract.

XV. List of documents/declarations required from the Bidder

1. Appendix No. 1 - Bid form;
2. Appendix No. 2 - Declaration of the lack of personal or capital relations between the Bidder and the Ordering Party;
3. Appendix No. 3 - Declaration of reading the clause regarding the protection of personal data and informing about its content the persons whose personal data are provided to the Ordering Party in the content of the offer;
4. Appendix No. 4 - Technical Appendix A - Detailed parameters of the Subject of the Contract;
5. Power of attorney, issued when the offer is signed by an attorney;
6. A document establishing a representative to represent the Bidders in the contract award procedure or to represent them in the procedure and conclude an agreement regarding the request for quotation, issued in the case of Bidders jointly applying for the contract.

Tychy, 22.01.2024

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Place, Date

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Signature of the person(s) authorized to represent the Company