

INQUIRY NO. 2/2024

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

- Measure A2.1.1. Investments supporting robotization and digitization in enterprises implemented as part of the National Recovery and Resilience Plan (KPO).

I. Ordering party

MA POLSKA SPÓŁKA AKCYJNA

NIP: 6462336513

REGON: 27382327600000

KRS: 0000065211

II. General provisions

This procedure (hereinafter referred to as the "Proceeding") is conducted in the form of an inquiry, in compliance 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 under Measure A2.1.1. Investments supporting robotization and digitalization in enterprises implemented as part of the National Recovery and Resilience Plan (KPO). This bidding is conducted in accordance with the principles set out in Attachment 6: Principle of competitiveness within investment A 2.1.1 (hereinafter: "Guidelines").

III. Ordered object

1. The order as part of the implemented project includes **the purchase of an unwinder adapted to work with a 5000x2500, 16000kN transfer press. Coil width 200 - 2000 mm, coil weight max 30 tons Re 1200 MPa.**
2. A detailed description of the subject of the order is described in point 7 of this inquiry ("Description of the subject of the order"; hereinafter referred to as "OPZ"). The subject of the order must be consistent with the Description of the subject of the order (necessary requirements). If the subject of the order does not meet the necessary requirements specified in the OPZ, the Bidder'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 Attachment No. 1 to this Inquiry 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 version, i.e. in person, by post or by courier to the Ordering party's address: **MA Polska ul. Turyńska 100, 43-100 Tychy, Poland**, with the note "Offer in procedure No. 2/2024".

2. The submitted offer is considered complete if the offer contains all the required information and attachments referred to in the Inquiry.
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 Bidder may submit only one offer. Submitting more than one offer will result in rejection of all offers submitted by the Bidder. This rule also applies to the form of submitting offers, i.e. the Bidder 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, strikethroughs, additions) must be legible and initialed by the person(s) signing the offer.
6. The offer must indicate the person authorized to contact the Bidder, 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 examined.
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 Inquiry.

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 Inquiry and contain the necessary signed declarations constituting an Attachment to the Inquiry or their equivalents prepared by the offeror 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, 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 inquiry.
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 inquiry;
 - e. received after the deadline specified in part IV of the inquiry;
 - f. is illegible;
 - g. received via a communication channel other than that indicated in the inquiry;

- 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 that the Bidder provide explanations of the content of the offers submitted by him.

VI. Contact person for an offer inquiry

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

VII. Order description

1. Purpose of the order

The order will be implemented as part of the Project entitled: "*Automation, robotization and digitization of production and business processes in the MA Polska production plant*" - measure A2.1.1. Investments supporting robotization and digitalization in enterprises implemented as part of the National Recovery and Resilience Plan (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 bidding, 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 (which are an element of the project), without which it would be impossible to complete the subject of this order.
3. Place of implementation of the Project: ul. Zagnańska 27, 25-528 Kielce.
4. The subject of the order is:
Purchase of an unwinder for material delivered in the form of coils.
The device will be part of a production line for producing stampings from steel sheets.

The unwinder must contain at least the following components:

1. Unwinding pin with automatic coil centering, top feeding and pressure function
2. Coil transport car with automatic entry into the loading space and automatic coil lifting
3. Straightener device
4. Loop pit
5. Feeder
6. Guillotine shears with the function of replaceable cutting knives, standard straight knife and sinusoidal knife L 20 mm, cutting force min. 1000 kN

Main parameters of the press:

Coil weight:	max 30,000 kg
Coil width:	200 – 2000 mm
Material thickness:	0.5 – 3.5 mm
Outer diameter of the coil:	508 – 610 mm
Internal diameter of the coil:	800 – 1800 mm
Re (Yield strength):	1200 MPa
Material type:	carbon steel (cold rolled, hot rolled)
Material unwinding speed:	adjustable in the range of 0 - 60 m/min
Feeding accuracy:	+/- 0.1 mm
Feeder step:	adjustable in the range of 1 - 10,000 mm

Press control and control system: Siemens or equivalent

Detailed parameters are included in the technical attachment, which is part of this inquiry.

Putting the device into production: no later than December 31, 2024.

5. Bidders remain bound by the offer for a period of 30 days. The offer validity period begins with the expiry of the offer submission deadline.
6. Order 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 by indicating 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 bidding and a description of how to assess their fulfillment

1. A Bidder who has the necessary conditions to perform a specific activity or business may apply for an order, if the regulations impose an obligation to have such permissions.
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 him.
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 (Attachment 1 - Offer Form) a statement confirming the order completion date.

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

7. No capital or personal relations

Capital or personal relationships are understood as mutual relations between the Ordering party or persons authorized to incur obligations on behalf of the Ordering party or persons performing activities on behalf of the Ordering party related to the preparation and conduct of the Bidder selection procedure and Bidders consisting in particular of:

- a) the participation in a partnership as a partner in a civil partnership or a partnership, possessing at least 10% of shares (unless a lower threshold is provided for by law), acting as a member of the supervisory or management, a proxy, or a plenipotentiary,
- b) being married to one another, or in kinship or affinity in the direct line, or in kinship or affinity to the second degree in the collateral line, or related by adoption, guardianship or custody, or being in cohabitation with the Bidder, his legal representative or members of the managing bodies or bodies supervisory boards of Bidders applying for the contract,
- c) being in such a legal or factual relationship with the Bidder that there is justified doubt as to their impartiality or independence in connection with the contract award procedure.

Bidders who have personal or capital links with the Ordering party are 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 Attachment No. 2 to this inquiry.

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

No.	Criterion	Weight
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 entire order in the currently tested offer.

For the purpose of assessing offers submitted in foreign currencies, the average NBP exchange rate from the date of publication of the Inquiry 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 that cannot be rejected or the presented offer raises the Ordering party's doubts as to the possibility of performing the subject of the order, the Ordering party will request the Bidder to submit explanations within the specified deadline, including submitting evidence regarding 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 Bidder whose offer meets all the requirements contained in the Inquiry 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 changing the contract

1. The Ordering party reserves the right to make changes to the contract concluded with the Bidder, not leading to a change in the nature of the contract, due to:
 - a) a need to introduce justified changes in the scope and method of performing the subject of the order, which could not have been foreseen at the time of concluding 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 changes and additions to the Agreement must be made in writing under pain of nullity (i.e. in the form of an Attachment).

XII. Awarding the contract

1. The Ordering party will open the offers on February 23, 2024 at 9:00. The Ordering party will verify the submitted offers in terms of meeting the requirements specified in the inquiry. If any deficiencies or inaccuracies are found in the offer and if all required documents are not provided, the offeror 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 contract awarding 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 appropriate documents confirming the statements.

XIII. Additional provisions

1. The Bidder should prepare an offer in accordance with the provisions of this inquiry and all its attachments.
2. If the Bidder submits an incomplete offer (e.g. lack of an appropriate attachment, formal deficiencies in the offer, inaccurate completion of the offer form), the Ordering party may once request the Bidder to complete the offer, indicating the gaps in the attachments and/or parts of the offer that require supplementation. 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 Bidder, transfer of documents and declarations, is carried out in a manner analogous to that described in Part IV, point 1.2 of the Inquiry, i.e.:
 - a) in electronic form (scan of the document signed by the person authorized to represent, 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 in procedure No. 2/2024
6. Questions regarding this inquiry 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 on the following day.
7. The submission by the Bidder of false or untrue documents or unreliable statements that are significant for the bidding being conducted will result in the Bidder's exclusion from further biddings.
8. The Bidder whose offer was selected in the procedure resulting from the terms of this inquiry may be awarded supplementary orders in an amount not exceeding 50% of the value of the basic order specified in the contract concluded with the Bidder, provided that these orders are consistent with the Subject of the Order.
9. The Ordering party reserves the right to cancel the procedure at any stage without giving a reason.
10. This inquiry does not constitute an obligation of the Ordering party to conclude a contract. The ordering party may withdraw from signing the contract without providing a justification for its decision.

11. Bidders who are not subject to exclusion under Art. may apply for the award of the contract. 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).

XIV. Attachments to the Inquiry

1. Attachment No. 1 - Sample Offer Form;
2. Attachment No. 2 - Template of the declaration on the lack of personal or capital ties between the Bidder and the Ordering party;
3. Attachment No. 3 - Template of the declaration on the protection of personal data provided to the Ordering party in the offer;
4. Attachment No. 4 - Technical Attachment A - detailed parameters of the subject of the order.

XV. List of documents/declarations required from the Bidder

1. Attachment No. 1 - Offer form;
2. Attachment No. 2 - Declaration on the lack of personal or capital ties between the Bidder and the Ordering party;
3. Attachment No. 3 - Declaration on the protection of personal data provided to the Ordering party in the offer;
4. Attachment No. 4 - Technical Attachment A - detailed parameters of the subject of the order;
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 Inquiry, issued in the case of Bidders jointly applying for the contract.

Tychy, 22.01.2024

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Place and date

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