



REQUEST FOR QUOTATION No. 070KK

(with specification of the order)

of 24th October 2024

Project name: „Development and obtaining on a semi-technical scale of frozen broccoli puree rich in sulforaphane, which is a functional product (with health-promoting properties)”

Project goal: "The objective of the project is to develop and production, on a semi-technical scale of frozen broccoli puree rich in sulforaphane, as a result of conducted R&D activities, including the application of an effective method for converting glucoraphanin to sulforaphane in the product.

SECTION II: SUBJECT OF THE ORDER

1. General description

a. Name given to the order by the Ordering Party:

Request for Quotation No. 070KK regarding the supply of a forming machine to briquette, a prototype element - a pilot line for the production of broccoli puree with increased sulforaphane value.

b. Type of the order:

Supply

c. CPV Code:

42200000-8 Food, beverage and tobacco processing machines and similar parts

42215000-6 Machines for the industrial manufacture or production of food or beverages

2. The Order goal:

The goal of the order is to select a Contractor for the order consisting in the delivery of a forming machine to briquette, a prototype element - a pilot line for the production of broccoli puree with increased sulforaphane value as part of the research and development project "Development and obtaining on a semi-technical scale frozen broccoli puree rich in sulforaphane constituting a functional product (with properties health-promoting)" implemented by the Ordering Party as part of the NUTRITECH government program - nutrition in the light of the challenges of improving society's well-being and climate changes.

The Ordering Party is an entity not obliged to apply the Public Procurement Law.

3. Determination of the subject and the size or scope of the order:

The subject of the order is the purchase and delivery of a **brand new device - a forming machine to briquette**, a prototype element - a pilot line for producing broccoli puree with increased sulforaphane value.



Basic technical parameters of the device:

- The purpose of the device is to form a uniform briquette shape from pre-cooled plastic puree mass at a temperature of approximately -2 to -1 degrees Celsius.
- Operating principle: The pre-cooled plastic puree mass at approximately -2 to -1 degrees Celsius is fed into the briquette forming machine. After shaping, it is transferred to a conveyor system, which transports it to a fluidized bed tunnel where it is further frozen to a temperature of -18 degrees Celsius.
- The target mass of the formed briquette ranges from 15g to 30g, depending on the desired recipe.
- The briquette portion has a diameter of 2-3 cm and is uniformly shaped, for example, in an oval or cube form.
- The nominal output is in the range of 1 t/h to 1.5 t/h, with a functional capacity of the device from 200 kg to 2 t.

Detailed technical parameters of the ordered elements are presented in the specification of the subject of the order, which constitutes Appendix No. 1 to this Request for Quotation.

We would like to inform that each element of the subject of the order must meet the minimum technical parameters described in Appendix No. 1 to this Request for Quotation.

We would like to inform you that all potentials trademarks, patents or origins, sources or specific processes mentioned in Appendix No. 1 which have been used to characterize products or services, are for illustrative purposes only, and the Ordering Party allows for solutions as described or equivalent, provided that they meet the requirements described in the Request for Quotation.

These are confidential information constituting the business secret of the Ordering Party, therefore the Ordering Party requires the Bidder to sign a non-disclosure agreement, the template of which is included as **Appendix No. 5** to the Request. **The specification of the subject of the order will be provided to the Bidders during their visit to the Ordering Party's facility, which will take place for the purpose of inspecting the location of the line mentioned in section III point 1.5 of the Request for Quotation.**

The Ordering Party informs that this procedure is being conducted as part of a research and development project, therefore:

- The assumptions regarding the ordered elements of the pilot installation arise from preliminary results of the conducted research;
- It is necessary for the Contractor of this order to collaborate during its implementation with the R&D Team of the Ordering Party and the suppliers of the other modules of the pilot line, in order to adjust the parameters of the delivered elements to the results of the ongoing R&D work;
- The Ordering Party may make adjustments and changes to the specified parameters during the implementation of the order; this will be a result of the ongoing R&D work.

4. Other requirements

The remaining conditions for the implementation of the order are described in **Appendix No. 6** to the Request for Quotation.



5. **Duration of the order or deadline for execution:** no later than 15th May 2025, with the **expected deadline by the Ordering Party being to 15th April 2025.**
6. The Ordering Party does not allow the submission of partial offers.
7. The Ordering Party does not allow the submission of variant offers.
8. **Procedure:** request for quotation in a competitive procedure.

SECTION III: OTHER INFORMATION (IN PARTICULAR OF A LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL NATURE):

1. Description of the conditions for participation in the proceeding:

- 1.1. The offer should be submitted on the Offer Form attached as **Appendix No. 2** to this Request for Quotation (under the penalty of exclusion of the Contractor from the proceedings) along with the technical specification.
- 1.2. Contractors participating in the proceedings must have necessary qualifications to perform specific activities or tasks, if the law imposes an obligation to have them. The declaration template is attached as **Appendix No. 3** to this Request form Quotation.
- 1.3. Contractors participating in the proceedings must be in an economic and financial situation that ensures the timely and compliant execution of the order, they must have the necessary knowledge and experience, as well as technical potential, and have personnel capable of executing the order. The declaration template is attached as **Appendix No. 3** to this Request for Quotation.
- 1.4. Contractors who are personally or financially related to the Ordering Party are excluded from the proceedings. A linked Contractor is considered to be an entity:
 - 1) related or being a subsidiary, interdependent, or dominant entity in relation to the Beneficiary in accordance with the Act of 29th September 1994, on Accounting;
 - 2) being an entity that is in a factual or legal relationship with the Beneficiary or members of their governing bodies, which may raise reasonable doubts regarding impartiality in selecting a supplier of goods or services, in particular being in a marital relationship, a relationship of kinship or affinity up to the second degree inclusive, a relationship of adoption, guardianship or custody, also through membership in the governing bodies of the supplier of goods or services;
 - 3) being an affiliated entity or a partner entity in relation to the Beneficiary within the meaning of Regulation No. 651/2014;
 - 4) being an entity personally related to the Beneficiary within the meaning of Article 32(2) of the Act of 11th March 2004, on Goods and Services Tax.

The Contractor presents a declaration of the lack of the above-mentioned connections, the template of which is attached as **Appendix No. 4** to this Request for Quotation.

- 1.5. Before submitting the offer, a visit to the Ordering Party's facility is required to inspect the location of the line. During this visit, it will be possible to assess the available space for the



installation of the offered equipment. The visit will take place after the bidder has signed a confidentiality agreement. **Visits are possible from 28th October 2024, to 8th November 2024**, upon prior confirmation with the Ordering Party, in the order of requested dates by potential bidders.

The Contractor shall deliver to the Ordering Party and present during the site visit a confidentiality agreement (according to the template provided in Appendix No. 5 to the Request for quotation) signed by authorized persons in two original copies. One copy will be returned to the Contractor after being signed by the Ordering Party.

1.6. Contractors participating in the proceedings must familiarize themselves with the other conditions of the order described in detail in **Appendix No. 6** to this Request for quotation, accepting them.

2. Criteria for evaluating offers:

Offers will be evaluated by the Ordering Party based on the following criteria:

Criterion (Scale – %)

- 1) K₁ – Net price of the offer – 60 points (60%)
- 2) K₂ - Technical warranty period for the device in months – 10 points (10%)
- 3) K₃ – Execution deadline for the order (date) – 30 points (30%)

3. Method of evaluating offers:

Criterion symbol	Criterion name	Scale	Description of the scoring method
K ₁	Net price for the execution of the order*	60	The ratio of the lowest offer price to the price of the evaluated offer, multiplied by 60.
K ₂	Technical warranty for the device (in months): the minimum required warranty period is 24 months (counting from the date of final acceptance report)	10	The ratio of the warranty period for the device in the evaluated offer to the warranty period in the offer with the longest warranty (in months), multiplied by 10.
K ₃	Execution deadline for the order (date in format dd.mm.yyyy - the expected deadline is 15th April 2025, and the deadline is 15th May 2025)	30	Points for the offered execution deadline will be allocated according to the following ranges: by 15th April 2025 – 30 points from 16th April 2025 to 30th April 2025 – 15 points from 1st May 2025 to 15th May 2025 – 5 points after 15th May 2025 – 0 points

* In the case of expressing the price in a currency other than PLN, the currency symbol must be added. It will be converted to PLN according to the average exchange rate of the National Bank of Poland on the date of the offer submission deadline.



Maximum warranty period: 60 months.

The warranty period declared by the Contractor cannot be shorter than 24 months and must be stated in full months.

If the Contractor declares a warranty period shorter than 24 months or fails to declare the warranty period, the Ordering Party will consider, the content of the offer not to correspond to the specifications of the order.

The maximum warranty period for which the Ordering Party will award points in this criterion is 60 months. If the Contractor offers a warranty period longer than 60 months, the Ordering Party will award that offer points equivalent to a warranty period of 60 months.

4. Selection of the offer

$$K = K_1 + K_2 + K_3$$

The maximum number of points (K) to be awarded is 100. The most advantageous offer will be the one that receives the highest number of points.

5. Other important conditions:

5.1. The submitted offer binds the Contractor until 31st January 2025.

5.2. A contract for delivery will be concluded with the Contractor whose offer is the most advantageous (i.e., receives the highest number of points) after the offer is selected. This contract will be concluded under the terms set by the Ordering Party, following the selection of the offer and in accordance with the price provided by the Contractor in the selected offer. The essential provisions of the contract are described in Appendix No. 7 to the Request, which will be provided during the site visit. The Ordering Party will be obligated to pay, according to the price resulting from the selected offer, solely for the actual delivery made.

5.3. Changes regarding the method and timing of order fulfillment may be introduced during the execution of the Contract due to:

- a) The method of execution of the subject of the order due to changes in the financing principles resulting from agreements signed by the Ordering Party with Intermediate Institutions or other factors related to the implementation of the project, independent of the Ordering Party;
- b) Delays due to reasons attributable to the Ordering Party;
- c) The occurrence of events related to force majeure (natural disasters, social unrest, military actions, etc.);
- d) Administrative decisions (decisions of public authorities, changes in applicable law, awaiting previously unforeseen but necessary expert reports, court rulings, etc.);
- e) Changes to the contract execution schedule resulting from the provisions of the Ordering Party's agreement with the National Center for Research and Development, if that agreement was amended after the contract was awarded;
- f) Downtime and delays caused by the Ordering Party that directly affect the timeliness of the execution of the order— maximum period of downtime and delays.



Delays mentioned above must be documented using protocols signed by both parties.

In the aforementioned cases, the parties shall establish new deadlines, with the maximum extension of the contract completion date equal to the duration of these delays.

The occurrence of any of the circumstances mentioned above does not constitute an absolute obligation for the Ordering Party to make such changes, nor can it be the basis for the Contractor's claims for their execution.

All changes to the content of the contract may be made solely in the form of an annex signed by both parties, under penalty of nullity

- 5.4. The Ordering Party reserves the right to withdraw from concluding the contract in the event of discontinuing the project, if circumstances unknown to the Ordering Party existed on the date of publication of this Request for quotation.
- 5.5. If the Bidder whose offer has been selected withdraws from concluding the contract, the Ordering Party may choose the most advantageous offer from the remaining submitted offers without conducting a re-evaluation.
- 5.6. The Ordering Party anticipates the possibility of granting an advance payment for the execution of the order under the conditions described in Appendix No. 7 to the Request for Quotation.

6. Method of preparing offers, deadline, and place for submission of the offer:

- 6.1. The offer must be prepared using the attached "Offer Form" (Appendix No. 2) along with the technical specification. The offer should be signed by an authorized person (or persons) in accordance with the representation rules of the respective Contractor.
- 6.2. The offer must include a statement confirming the fulfillment of the conditions of the order, the template of which is provided in Appendix No. 3 to this Request for Quotation, as well as a statement regarding exclusions related to affiliated entities, the template of which is provided in Appendix No. 4 to this Request.
- 6.3. The offer can be sent via email to r.plotkowiak@hortex.pl and m.bialek@hortex.pl, indicating in the subject line "Offer in response to Request for Quotation No. 070KK".
- 6.4. The deadline for submitting offers is **by 29th November 2024**. Offers submitted after this deadline will not be evaluated. The signing of the contract is planned by 31st December 2024.
- 6.5. Offers are prepared and submitted at the expense of the Bidder.
- 6.6. The Bidder may submit only one offer.
- 6.7. Changes or withdrawal of the offer by the Bidder before the deadline for submission of offers are permitted.
- 6.8. This Request for Quotation is published on the website at the following address:
<https://hortex.pl/aktualnosci/program-rzadowy-nutritech/>



- 6.9. During the proceedings related to this Request for Quotation, until its conclusion, understood as the conclusion of a contract with the Contractor who submitted the most advantageous offer, all statements, inquiries, clarifications, applications, and notifications (except for the offer and the contract) from the Ordering Party or Contractors may be communicated electronically, unless the Ordering Party requires a different form of communication in a specific case.
- 6.10. The Ordering Party designates the following person for communication: Marcin Białek (email address: m.bialek@hortex.pl). The email address for communication with the Contractor is to be provided by the Contractor in their submitted Offer
- 6.11. The Ordering Party allows Bidders to ask questions regarding the order. Questions should be sent to the email address: m.bialek@hortex.pl
- 6.12. The Ordering Party will respond to the submitted questions within 4 business days from the day following the day on which the Ordering Party received the question.
- 6.13. Any questions should be submitted to the Ordering Party no later than 12th November 2024 (17 days before the deadline for submission of offers). The Ordering Party is not obligated to respond to questions received after this deadline.
- 6.14. The content of questions regarding the Request for Quotation, along with the Ordering Party's explanations, will be published in accordance with point 6.8.
- 6.15. The Ordering Party reserves the right to change the conditions specified in this Request for Quotation or to cancel the proceedings. In the event of such changes, the Ordering Party may set a different deadline for the submission of offers.
- 6.16. If necessary, the Ordering Party reserves the right to make a one-time request for the Contractor to supplement/correct or clarify the content of the offer. The Contractor will be obliged to supplement/correct the offer or provide clarifications within 3 business days.
- 6.17. The Ordering Party does not provide for any appeals for participants in the proceedings against the decisions made by the Ordering Party within the framework of the procurement process.
- 6.18. The Ordering Party reserves the right to terminate (close) the procurement process without selecting any of the submitted offers, without prior notification to the Contractors and without providing reasons for such termination of the proceedings.
- 6.19. The Ordering Party will publish information about the outcome of the proceedings on the website <https://hortex.pl/aktualnosci/program-rzadowy-nutritech/> and will notify each Contractor who submitted an offer electronically to the address indicated in the Offer Form.
- 7. Clarifications of the content of the offer and correction of errors**
- 7.1. During the examination and evaluation of offers, the Ordering Party may request clarifications from the Contractors regarding the content of the submitted offers.
- 7.2. The Ordering Party has the right to request clarifications from Contractors whose offers contain a significantly low price in relation to the subject of the order, i.e., lower than 30% of the average price of the other offers. If such clarifications are not provided or if inadequate justification for the price in the offer is presented, the Ordering Party may reject the offer.



7.3. The Ordering Party corrects in the offer:

- Obvious typographical errors;
- Obvious mathematical errors, taking into account the accounting consequences of the corrections made;
- Other errors consisting of non-compliance of the offer with the specification of essential terms of the order that do not result in substantial changes to the content of the offer— promptly notifying the supplier whose offer has been corrected.

DYREKTOR ZAKŁADU

Radosław Płotkowiak

Attachments:

- **Appendix No. 1 – Specification of the subject of the order**
- **Appendix No. 2 – Offer form**
- **Appendix No. 3 – Declaration of fulfilling the conditions of the order**
- **Appendix No. 4 – Declaration of the lack of connections**
- **Appendix No. 5 – NDA Template– non-disclosure agreement**
- **Appendix No. 6 – Other conditions of the order**
- **Appendix No. 7 - The essential provisions of the contract**