Institute of Metallurgy and Materials Science

Polish Academy of Sciences

25 Reymonta St., PL-30059 Krakow, Poland

VAT no: 6750001857

[www.imim.pl](http://www.imim.pl), e-mail: [kazimierz.drabczyk@wp.pl](mailto:kazimierz.drabczyk@wp.pl)

**Inquiry No. ZO/28/BRIK/2020**

**Of 5th October 2020**

**Involves: PVB lamination foil**

**1. PURCHASER**

Institute of Metallurgy and Materials Science

Polish Academy of Sciences

25 Reymonta St., PL-30059 Krakow, Poland

VAT no: 6750001857

**2. ORDER DESCRIPTION**

The subject of the order is: **delivery of** **PVB foil - polyvinyl butryal for lamination of glass-glass systems.** The offer should exhibit the parameters described below:

* 1. Certification of PV modules for the purposes of research work in the project "Self-cleaning, efficient photovoltaic panels on a flexible substrate, integrated with an acoustic screen and an intelligent monitoring system" - FLEXPVSCREEN. Project co-financed by the National Center for Research and Development and PKP Polskie Linie Kolejowe S.A. BRIK joint venture under sub-measure 4.1.1 "Strategic research programs for the economy".
  2. Specification of material:

**• Material: PVB - polyvinyl butryal for lamination of glass-glass systems**

**• Type (color): (clear / colorless / transparent)**

**• Width: 2500 mm**

**• Length: 100 m**

**• Density: 0.96 g / cm3 +/- 0.01 g / cm3**

**• Thickness: 0.76 mm**

**• Light transmission coefficient: above 88%**

**• Yellowness index: <1**

**• Tensile strength: 27 MPa or more**

**• Film meeting the requirements (en example) : Saflex® PVB clear**

* 1. Additionally is required:

**Technical data sheet of PVB included to the offer.**

**3. SUPPLY**

3.1 Place of delivery of the contract subject:

**Institute of Metallurgy and Materials Sciences**

**Polish Academy of Sciences**

**Photovoltaic Laboratory**

1. **Krakowska St. 4PL-43340 Kozy, Poland**

3.2 The proposed price must include the cost of delivery of the subject to the address mentioned in point 3.1

**4. METHOD OF THE OFFER PREPARATION**

4.1 The offer must be made in the offer form, which constitutes Appendix No. 1 to the presented inquiry.

4.2 The offer must be sealed by the Company stamp (only in case, when the Bidder sends the offer by traditional mail).

4.3 The offer must contain a date of the offer preparation.

4.4 The offer must contain Bidder's registered office address, e-mail address, telephone number and

VAT number.

4.5 The offer must provide total product price net and total product price gross, including delivery costs, custom duties and any additional costs.

4.6 The offer must be signed by the Bidder (only in case, when the Contractor sends the offer by

traditional mail). The price must be given in PLN (Polish Zloty, in numbers and in words) or Euro. If it is a difference between price in numbers and price in words, the correct value will be that given in words.

**5. THE PLACE AND THE DATE OF THE OFFER SUBMISSION**

5.1 The offer should be sent via email to the following address: [g.kulesza@imim.pl](mailto:g.kulesza@imim.pl), [k.drabczyk@imim.pl](mailto:k.drabczyk@imim.pl), not later than 13th October 2020 till 12:00.

5.2 The offers submitted after the deadline mentioned above **will not be considered**.

5.3 A Bidder may make changes in the offer or withdraw its offer, before the deadline for submission of

offers.

5.4 During the evaluation of offers, the Purchaser may request the Bidders explanations concerning the content of submitted offers.

**6. DATE OF PERFORMANCE OF THE ORDER**

The order must be completed by: **three weeks after submitting an order (or proforma invoice payment)**

**7. OFFER EVALUATION**

The Purchaser will assess valid offers based on the following criteria:

|  |  |  |
| --- | --- | --- |
| **No.** | **Criterion Name:** | **Weight:** |
| 1 | Price | **100** |

Punkty będą liczone według następującego wzoru:

|  |  |
| --- | --- |
| **Nr kryt.** | **Wzór** |
| **1** | Price (cost)  Number of points C = (C min / C bad)  where:  - C min - the lowest gross price among all valid offers submitted  in the tender procedure  - C bad - gross price given in the examined offer |

**8. ADDITIONAL INFORMATION**

8.1 For additional information please contact **dr inż. Grażyna Kulesza-Matlak** e-mail: [g.kulesza@imim.pl](mailto:g.kulesza@imim.pl) or **dr hab. inż. Kazimierz Drabczyk** e-mail: [kazimierz.drabczyk@wp.pl](mailto:kazimierz.drabczyk@wp.pl)

8.2 The Purchaser DOES NOT ALLOW to submission of partial or replacement offers.

8.3 The Bidder remains bound by the offer for a period of 30 days.

Appendix No.1

to the Inquiry No. ZO 28/BRIK/2020

of 5th October 2020

**OFFER FORM**

COMPANY NAME: ...............................................................................................................................................................................................................

ADDRESS: ............................................................................................................................................................................................................

TEL./E-MAIL ......................................................................................................................................................................................................

VAT no. .................................................................................................................................................................................................................

**Institute of Metallurgy and Materials Science**

**Polish Academy of Science**

**25 Reymonta St., PL-30059 Krakow, Poland**

By joining the tender procedure No. ZO/28/BRIK/2020, I offer the delivery **of PVB foil** which is the subject of this request on the terms set out above:

Net price ………………..……….. PLN (EURO)\* (In words: …………………………………………….…………….…….. PLN (EURO)\*

Gross price ……..………..……….. PLN(EURO)\* (In words: ……………………………………………….……..……….. PLN(EURO)\*)

Place, ..................................................................................., date .........................................................................

...........................................................................................

*signature and stamp of the authorized person*

*to represent the Bidder*

\* PLN or EURO - Foreign Contractors participating in this procedure, who are not obliged to pay tax on goods and services (value-added tax) in Poland under separate regulations, should enter the net value of the order in PLN or EURO on the offer form.

At the same time I declare that:

1. I declare that I have read the description of the subject of the order contained in this request for quotation, I do not raise any objections to its content and I have obtained the information necessary to prepare the offer.
2. In case of choosing my offer by IMMS PAS, I undertake to sell and deliver the subject of the order to the headquarters of the IMMS Photovoltaic Laboratory, 22 Krakowska St., PL-43340 Kozy, Poland.
3. I declare that the price given in the offer includes all costs of the subject of the order.
4. I declare that the price given in the offer will not change for the duration of the offer and for the duration of the contract.
5. I declare that I am not a related personally or by capital to the Purchaser.
6. I declare that I am authorized to perform the activities covered by the subject of the contract.
7. I declare that I have the knowledge and experience necessary to perform the activities covered by the subject of the contract.
8. I declare that I am not in arrears payment of social security and health insurance contributions due to the Social Insurance Institution.
9. I declare that I am not in arrears payment with the Tax Office.
10. I declare that I am in a financial and economic situation ensuring the correct performance of the contract.
11. I declare that I meet the conditions set out in the request for proposal and declare that I acknowledge and apply them.
12. I agree to publicly disclose my participation in the tender procedure

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*signature and stamp of the authorized person*

*to represent the Bidder*