**Appendix 1 to the RFP**

**Employer:**

**CENTRAL INSTITUTE FOR LABOUR PROTECTION-**

**– National Research Institute**

**ul. Czerniakowska 16**

**00-701 Warsaw**

**TENDER FORM**

|  |
| --- |
| **TENDER in the award procedure to which the provisions of the public procurement law do not apply, regarding:****“PURCHASE OF EQUIPMENT FOR ASSESSING HUMAN PHYSICAL AND FUNCTIONAL CAPACITY”****case No.: 10-TP-2019** |
| 1. **CONTRACTOR'S DATA:**
 |
| **Contractor's name:** ……………………………………………………………………………………………… |
| Address or registered office……………………………………………………………………………………………… |
| National Court Register number (if applicable) |  |
| TAX ID No. (if applicable): |  |
| Person authorised to contact the Employer | 1. Name and surname: …………………………..
2. tel.: …………………………………………
3. e-mail address: ………………………………
 |
| Bank account number, to which the Contractor shall be remunerated, in the event of signing the contract |  |
| 1. **TOTAL BID PRICE (according to the product and price form from Appendix No. 1a to the RFP)**
 |
| **Net value**  | PLN …………….. | say: …………………………………………. |
| **VAT** | (… …% VAT) PLN ……  | say: …………………………………………. |
| **Gross value** | PLN …………….. | say: …………………………………………. |
| I offer a ……………… -month\* warranty period for the offered subject of the contract (minimum 12 months) \*\*.*\* in the event of failure to fill in the Section on the proposed term of the warranty, the Employer shall consider that the Contractor offers a 12-month warranty period.* *\*\* the Contractor's tender, which offers a warranty period of less than 12 months shall be rejected due to non-compliance with the RFP.* |
| 1. **WE DECLARE THAT:**
 |
| 1. all costs of performing the contract and the performance of a future contractual provision are included in the tender price;
2. we have read the provisions of this Agreement and we commit ourselves, in the case of choosing our offer, to conclude the contract on specified terms and time limit indicated by the Employer;
3. we have read the RFP along with the Appendixes, we accept them in full and we do not raise any objections thereto;
4. we are bound by this offer for a period of 30 days from the date of expiry of the deadline for submission of bids.
5. if our offer is selected, we indicate the following persons to be included in the contract as the Contractor's representation, in accordance with the entry in Central Registration and Information on Business/National Court Register/granted power of attorney\*:
* Name and surname - …………………………………….
* role/function ………………………………
1. Along with the offer, we submit the following statements and documents:

……………………………………………………………………………………………………………..………………………………………………………………………………………………………………1. we have completed the information obligation provided for in Article 13 or Article 14 of GDPR relating to natural persons from whom I obtained personal data directly or indirectly for the purpose of the award of public procurement in this proceeding.[[1]](#footnote-1)

*\*Delete as necessary* |
| 1. **ASSESSMENT CRITERIA — USE OF DEVICES IN POLAND**
 |
| **No.** | **Test Centre name**  | **Subject of the contract** | **Name/model** |
| 1. |  | 1. |  | 1. |  |
| 2. |  | 2. |  |
| 3. |  | 3. |  |
| 2. |  | 1. |  | 1. |  |
| 2.  |  | 2. |  |
| 3. |  | 3. |  |
| … |  | 1. |  | 1. |  |
| 2. |  | 2. |  |
| 3. |  | 3. |  |
| **Note!** If this table is not completed, the Contractor shall receive 0 points in this criterion. |
| 1. **EVALUATION CRITERIA – SOCIAL ASPECT**
 |
| When submitting the tender regarding this procurement, **I hereby declare** (mark as necessary):* that I hire 1 or more people with disabilities\*
* I do not hire any disabled person\*

\*By a disabled person, the Employer understands a person who satisfies the conditions for obtaining the status of disability as defined in the act of 27 August 1997 on professional and social rehabilitation and the employment of disabled persons (Journal of laws of 2018, item 511, as amended) or in the relevant legislation of the Member States of the European Union, the European Economic Area or countries with which the EU has concluded agreements on equal treatment of entrepreneurs in access to public procurements; the status of disabled person is determined by a disability decision made by the disability committee, or a decision on the total or partial inability to work by a decision physician of the Social Insurance Institution. **Note!** Failure to make a statement shall be deemed to be the Contractor's intention to perform the contract without hiring a disabled person. In this case, the Contractor will receive 0 points in this criterion. |
| 1. **TAX OBLIGATION**
 |
| By submitting this tender, we declare that the selection of the tender:* **shall not lead to a tax obligation on the part of the Employer**, in accordance with the provisions on value added tax, which would have been required to be settled by the Employer\*;
* **shall lead to a tax obligation on the part of the Employer**, in accordance with the provisions on value added tax, which would have been required to be settled by the Employer due to the following\*:
	+ 1. intra-Community acquisition of goods\*,
		2. the reverse charge mechanism referred to in Article 17 item 1 point 7 of the VAT Act\*,
		3. import of services or import of goods with which an obligation of the Employer applying VAT occurs when comparing tender prices\*

in the following scope:I indicate the name (type) of the goods or services the supply or provision of which will lead to creating an obligation and indicate their value without a tax amount: *PLN ………………………………………………………………………………… - ………………….* **NOTE!** If the above information is not indicated by the Contractor, the Employer shall deem that choosing the Contractor’s tender will not lead to a tax obligation on the part of the Employer, in accordance with the provisions on value added tax, which would have been required to be settled by the Employer.\**Delete as necessary* |
| 1. **SIGNATURE AND SEAL OF CONTRACTOR**
 |
| ........................................*(place, date)* | *………………………………………………………….*(Signature of the Contractor/Proxy) |

**Appendix No 1a to RFP**

**Product and price form for a device for assessing human physical and functional capacity.[[2]](#footnote-2)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Subject of the contract (as described in Chapter 3 item 6)** | **Name/Model/****Manufacturer** | **Year of production (not older than 2018)** | **Quantity** | **Currency** | **Net unit price (1 unit)** | **VAT rate (%)** | **Gross unit price (1 unit)** | **Net value**  | **Gross value**  |
| **Device No. 1** |  |  | 2 units |  |  |  |  |  |  |
| **Device No. 2** |  |  | 1 unit |  |  |  |  |  |  |
| **Device No. 3** |  |  | 1 unit |  |  |  |  |  |  |
| **Device No. 4** |  |  | 1 unit |  |  |  |  |  |  |
| **Device No. 5** |  |  | 1 unit |  |  |  |  |  |  |
| **Device No. 6** |  |  | 1 unit |  |  |  |  |  |  |
| **TOTAL** |  |  |

................................ ........*…………………………………………………………*

*(place and date) (Signature of the Contractor/ Proxy)*

**Appendix No. 2 to RFP**

……………………, date: …………..

**Declaration on the absence of personal and capital links**

I, the undersigned,

……………………………………………………………………………………………………………………..

representing company …………………………………………………………………………………………..

I declare that **I am/I am not** related personally or financially with the Employer.[[3]](#footnote-3) Personal or capital links shall mean mutual links between persons authorised to incur obligations on behalf of the Employer or persons performing activities related to the preparation of the Contractor's selection procedure and on behalf of the Employer, in particular:

1. participation in the company as a partner of a partnership;
2. holding at least 10% of shares or stock;
3. acting as a member of the supervisory or management authority, proxy, power of attorney;
4. being a spouse, in a direct or secondary kinship up to second degree or in respect of adoption, care or guardianship.

………………………………………………

*(signature of authorised representative of the Contractor and seal)*

1. *In the event that the Contractor does not transfer personal data other than directly related to it, or there is an exclusion of the application of the information obligation pursuant to Article 13 or Article 14 of GDPR, the Contractor shall not submit the respective declaration content (removal of the content of the declaration, e.g. by its deletion).* [↑](#footnote-ref-1)
2. *The boxes marked in grey shall be filled out by the Contractor.*  [↑](#footnote-ref-2)
3. *Delete as necessary.* [↑](#footnote-ref-3)