

Gliwice, 01 June 2021

Letter for proposal no. SIM 01/06/2021

Dear Sirs,

Due to the scheduled buying:

- **Reconfiguration of the radar systems to operate at the other frequency band (2 units)**

within the project called SIM financed by the National Research and Development Centre, as part of a competition for projects in the field of scientific research and development for national defence and security, I am writing with cooperation proposal.

At the same time, I would like to inform you that companies interested in detailed information for this purchase proposal are due to sign off the confidentiality agreement no later than by 08 June 2021. The signature of the confidentiality agreement is required for providing further detailed information on the subject of the inquiry.

We expect your proposal by the deadline of **June 10th, 2021**. Please send your proposal on email: flytronic@flytronic.pl

At the same time, we would like to kindly inform you that from among the companies that submit an offer, only one supplier will be selected, with whom the details necessary to perform the contract will be determined.

Yours faithfully,



Joanna Wójcik Bubala

Letter of proposal SIM 01/06/2021

I. Ordering party:

Flytronic S.A., Bojkowska street 43, 44-100 Gliwice, Poland

II. General provision:

1. The ordering party does not allow the submission of partial offers.
2. The ordering party does not allow the submission of variants.

III. Subject of contract – description:

The subject of contract is purchase of:

Reconfiguration of the radar systems to operate at the other frequency band (2 units)

IV. Completion date:

The Purchaser is planning to make the purchase covered by this letter of proposal by July 31st, 2021

V. Bid evaluation criteria:

Price 100%.

VI. How to prepare the offer:

1. The offer must contain at least the following elements:
 - a. Precise indication of the bidder's name and address as well as the telephone number and email address.
 - b. Description of the subject of the offer.
 - c. Indication of the net price of the subject of the offer in Polish zlotys (PLN). In case of price indicated in other currency, it will be converted into PLN based on the exchange rates published by the National Polish Bank on the working day preceding offer evaluation – June 10 th, 2021.
 - d. Indication of other important conditions regarding the order, such as delivery date, place of delivery, etc.
 - e. Indication of the offer validity period, which may not expire earlier than July 31st , 2021.

Offers can be submitted on the template - Annex 1

2. The net price offered should include the performance of all works and activities and include all costs related to the performance of the contract.

VII. Payment conditions:

Remuneration for the subject delivery will be paid to the supplier within 14 days from the date of issuing the sales invoice. The ordering party allows the prepayment of up to 100% of the order value.

VIII. Offer validity period:

July 31st, 2021

IX. Person authorized to contact the supplier:

Marcin Janik marcin.janik@flytronic.pl

X. Place and deadlines for submitting bids:

1. The offer should be submitted by **June 10th, 2021**.
 - a. in paper form in person at the headquarters of Flytronic S.A located in Poland, Gliwice 44-100, ul. Bojkowska 43 or
 - b. by post to the above address (the date of delivery to the headquarters of Flytronic S.A. counts) or
 - c. via email to flytronic@flytronic.pl
2. Offers submitted after the deadline will be returned to applicants without opening or will not be accepted.
3. The supplier may change or withdraw its offer before the deadline for submitting bids.
4. The ordering party may contact suppliers for clarification regarding the content of submitted offers in the course of examination and evaluation the offers. Inquiries should be directed to the address for submitting offers.

XI. The evaluation of bids:

1. The board evaluation of the offers will be held on June 11th, 2021 at 9:00 p.m (local time) at the headquarters of Flytronic S.A., ul. Bojkowska 43, 44-100 Gliwice, Poland.
2. Submitted offers will be subject to board evaluation.
3. The first stage of the assessment will be substantive assessment, the purpose of which will be to determine whether the Offer contains all the indicated elements in points III. and VI.1 inquiry. The rating is 0/1. Offers that do not meet all the requirements specified in the request for proposal will be rejected as not meeting the formal requirements.
4. Offers that meet formal requirements will be subject to substantive assessment based on the following assessment criteria:

Criterion	Weight	Scoring
Price	100%	1 to 10

1. Offers will be ranked from the lowest price to the highest. The lowest price offer will receive 10 points, and subsequent offers - 9 points, 8 points, etc. If more than 10 offers are submitted, the offer ranked on the 11th and next place will receive 1 point. The most advantageous will be the highest offer final grade.
2. The awarding entity shall inform about the selection of the best offer all entities that submitted offers within the set deadline.
3. If the company whose offer has been selected evades signing the contract, the ordering party may choose the most advantageous offer among the other offers or begin a new procedure of obtaining and evaluating offers.
4. If the lowest of the prices offered exceeds the planned budget, the ordering party may not select any of the offers or may enter into price negotiations with three bidders whose offers obtained the highest number of points.
5. Selection of the offer is the basis for placing an order.

XII. Final remarks:

The bidding procedure initiated by sending this inquiry is the internal procedure of the ordering party, is not a tender and is not a subject to the provisions of the Public Procurement Law.



(supplier seal)

Annex no. 1

Offer to request of proposal no. SIM/01/06/2021

Subject of the offer description:

Reconfiguration of the radar systems to operate at the other frequency band (2 units)

Bidder:

...../company name/
...../company address/
...../company VAT ID number/

Bidder contact person:

...../name and surname/
...../email address/
...../phone number/

Ordering party:

Flytronic S.A.
ul. Bojkowska 43, 44-100 Gliwice, Poland
VAT ID: PL9691513993

Offer validity period: July 31st, 2021.

Price:

Name	Qty.	Net unit price	Net price	Gross price
• Reconfiguration of the radar systems to operate at the other frequency band	2			
TOTAL				

Completion date: by July 31st, 2021

Location: Gliwice, Poland

Payment conditions: 14 days from the date of issuing the sales invoice or prepayment of 100% of the order value.

I confirm the parameters of the reconfiguration of the radar systems to operate at the other frequency band.

I consider myself related to the offer until July 31st, 2021.

Other relevant terms of the contract:

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

.....
(place, date)

.....
(signature, company stamp)

