



Warsaw, 19th April 2018

FLUENCE Sp. z o.o,
ul. Kasprzaka 44/52,
01-224 Warsaw

REQUEST FOR PROPOSAL (RFP) NO. ZO / 73 / YS / 04/2018

1. Object of the order

The subject of the order is purchase and delivery of new **3 transmission diffraction gratings** according to the following specifications:

Item no.	Minimum technical parameters	Qty
1	<p>Size: 130 x 50 mm and minimum clear aperture 128 x 48 mm</p> <p>line density: 1740 ± 5 lines/mm</p> <ul style="list-style-type: none"> - central wavelength: 1030 ± 2 nm - angle of incidence: 63,6 degrees - Antireflection (AR) coating on back side - Efficiency: no less than 97,5% at 1030 nm on average over free aperture including AR-coating - Polarization: TE (S) - Thickness: 6,35 ± 0.5 mm - Grating lines parallel to the short edge 	2
2	<p>Size: 50 x 50 mm and minimum clear aperture 48 x 48 mm</p> <ul style="list-style-type: none"> - line density: 1740 ± 5 lines/mm - central wavelength: 1030 ± 2 nm - angle of incidence: 63,6 degrees - Antireflection (AR) coating on back side - Efficiency: no less than 97,5% at 1030 nm on average over free aperture including AR-coating 	1

- Polarization: TE (S)	
- Thickness: 6,35 ± 0.5 mm	
- Grating lines parallel to the short edge	

- a. Delivery time: 12 weeks from the date of placing the order by the Ordering Party
 - b. The delivered goods can not be the subject of third party rights
 - c. **The deadline for submission of tenders is: 27.04.2018**
 - d. Type of order - delivery
 - e. CPV Code 38636000-2 – Specialist optical instruments
 - f. Is it permissible to submit a partial offer: NO
 - g. Is it permissible to submit a variant offer: NO
 - h. The contractor may submit only one offer
 - i. Place of execution of the order: ul. Kasprzaka 44/52, 01-224 Warsaw
 - j. Procedure: RFQ
2. Ordering Party: Fluence sp. z o.o, ul. Kasprzaka 44/52, 01-224 Warsaw, **NIP: 5272776154, REGON: 365029156** entered in the Register of Entrepreneurs of the National Court Register maintained by the District Court for the capital city. Warsaw in Warsaw, XII Commercial Division of the National Court Register under KRS number **0000629831**
3. The Order is executed under the project: "Reliable femtosecond lasers for industrial micromachining, science and medicine" under Activity 1.1. "Enterprise R & D projects", Sub-activity 1.1.1: "Industrial research and development works by enterprises", Operational Program Intelligent Development 2014-2020 co-financed by the European Regional Development Fund, POIR Contract No. 01.01.01-00- 0590 / 16-00
4. Terms of participation in the proceedings:
- a. Contractors involved in the procedure must be in an economic and financial situation ensuring timely and compliant with requirements performance of the order. In addition, they must have the necessary knowledge, experience and technical potential, and have the ability to perform the Order.
 - b. Incomplete offers and offers, which will be submitted after the expiry date set out in this RFP , will not be considered.
5. Criteria and method of evaluation of tenders
- a. Criteria for evaluation of tenders
- Criterion WEIGHT (%)
1. Net price - 100% (max 100 points)
 - b. How to evaluate offers

Points for the above criterion will be calculated according to the following formula:

$$P = (C_{min} / C_o) \times [100]$$

where:

P - the number of points awarded to the Contractor for the offered price

C_{min} - the lowest offered price in proceedings

C_o - price offered in the evaluated offer

The maximum number of points to earn is 100. The tender that receives the highest number of points will be the most advantageous.

The Ordering Party informs that in order to standardize currencies, when evaluating offers, the values given in a currency other than PLN will be converted using the average exchange rate announced by the National Bank of Poland on the date of the submission of offer

7. Preparation and delivery of the offer

- a. The complete signed offer should be submitted electronically to: anna.zuchowska@fluence.pl or in paper form to Fludence sp. z o.o., Kasprzaka 44/52, 01-224 Warsaw by **27.04.2018**
- b. The submitted offer is binding to the Contractor for 30 days from the deadline for submission of tenders.
- c. In the title of the email or on the envelope with the offer, please enter the order number i.e. ZO / 73 / YS / 04/2018
- d. The offer should be signed by an authorized person (or persons), in accordance with the rules of representation of the given Contractor.
- e. The cost of preparation and submission of the offer is borne by the Contractor.

8. Contact person: PhD Yuriy Stepanenko E-mail: stepanenko@fluence.pl

9. Terms of contract change

- a) The Ordering Party reserves the right to change the terms and conditions set out in this RFP, which will be communicated via the appropriate websites and portals. In the event of such changes, the Purchaser may change the date for submission of tenders.
- b) The Ordering Party also reserves the right to revoke or close the proceedings at any stage without giving a reason.

10. Exclusions

- a) The order may not be granted to the entities affiliated to the Ordering party personally or with equity.
- b) Capital or personal connections are understood as the relationship between the beneficiary or the persons authorized to incur liabilities on behalf of the beneficiary or persons performing on behalf of the beneficiary activities related to the preparation and implementation of the selection procedure for the Supplier and the Supplier,
 - participating in the company as a partner in a civil law partnership or partnership,
 - holding at least 10% of shares,
 - acting as a member of a supervisory or management body or as a proxy, attorney,
 - being in the marriage, kinship or affinity in a straight line, second degree affinity or second degree affinity in a sideline or in adoption, care or guardianship.