

Gruszczyn, 10.04.2017

Request for bid no. 1/WRPO 1.2/2017

In connection with the planned implementation of a project under the name: *„Development of dedicated RFID passive tag to be integrated with aluminium reflective registration licence plate and development of a technology and equipment for its implementation”* as part of Wielkopolska Province Regional Operational Program for the years 2014-2020, Action 1.2 Strengthening of innovative potential of Wielkopolska province (project no. RPWP.01.02.00-30-0140/16), UTAL Limited Liability Company announces the procurement proceedings in accordance with the competitiveness principle for the purchase of the following project components:

1. Description of the subject matter of procurement:

Purchase of specialised research services consisting in design and development of RFID tag for registration licence plates.

Key technical/functional assumptions:

1. Design of RFID passive tag for registration licence plates made of, as an assumption, aluminium sheet covered with reflective sheeting, which has in its structure as the reflective element a thin layer of aluminium and optical systems in the form of glass beads.
2. Technical solution in form of affixing the RFID tag having a negligible effect on technological process associated with the manufacturing of registration licence plates. Affixing is to take into account the operating conditions of this solution.
3. The aspect of maintaining durability and reliability of stored data saved in a tag, particularly after certain time of operation in relatively difficult road conditions.

The specification of the subject matter of the procurement in abbreviated form constitutes the attachment no. 1 to this request for bid. In addition, each of prospective bidders has the right to review the initial technical documentation, which is the application documentation in the headquarters of UTAL limited liability company from Monday till Friday during business hours 8:00 – 16:00 within the deadline for bid submission. The aforementioned provision does not constitute the formal requirement for taking part in the process of bid submission.

The price offered should include all the requirements of this request for bid and cover all costs to be borne by the Bidder in connection with the implementation of the agreement resulting from the selection of a bid (also the costs of transport, insurance, assembly etc.).

The price offered should be a net price (i.e. excluding VAT tax).

Currencies accepted in this procurement are: PLN, EURO, CHF, USD. All settlements associated with the implementation of the procurement shall be made in the aforementioned currencies. All prices offered in foreign currency shall be converted for the purpose of comparison according to average rate of exchange of NBP prevailing at a date preceding the day of a protocol of selection at the day of evaluation of bids submitted.

Submission of partial bids is not permitted.

Common procurement vocabulary (CPV):
CPV code: 73110000-6 Research services

2. Scheduled term of implementation of the procurement: May 2017 - October 2017

3. Conditions to participate in the proceedings:

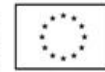
Only bidders meeting the following conditions shall be allowed to participate in the proceedings:

- 1) Having authorizations to perform the specific activities or actions, if the rules of law require having such authorizations.
- 2) Having the economic and financial standing that guarantees the fulfilment of the procurement within indicated deadline.
- 3) Having required knowledge and appropriate technical potential and persons capable of implementing the procurement or providing suitable subcontractors with required knowledge and experience and having appropriate technical potential and persons capable of implementing the procurement.
- 4) Experience in research and development works - the condition to participate in the proceedings is having experience in providing research services aimed at designing of specific technical solution.
- 5) Submission declarations of lack of links along with the bid.

4. Bid evaluation criteria:

The bids shall be evaluated by the Employer on the basis of the following criteria:

<i>bid evaluation criteria</i>	<i>weight</i>	<i>maximum scoring</i>
<i>Net price plus possible additional costs*</i>	60%	60
<i>Technical criterion of the subject of procurement - applying the solution in the form of EPC memory: not less than 469 bites</i>	15%	15
<i>Technical criterion of the subject of procurement - applying the solution in the form of User Memory:</i>	15%	15



<i>not less than 128 bites</i>		
<i>Criterion - guarantee period for provided prototype solution</i>	10%	10

**if the price is quoted in foreign currency, conversion to be made according to average rate of exchange of NBP prevailing on the day preceding the selection of the supplier*

Method of giving points for meeting specific bid evaluation criterion:

Points as part of the *net price* criterion are given according to the following formula:

$$A_n = \frac{C_{min}}{C_r} \times 100 \times 60\%$$

C min – minimum price in a set
C r – price of a bid in question
A n – number of points scored by this bid

Points as part of *technical criterion of the subject of procurement - applying the solution in the form of EPC memory: not less than 469 bites* shall be given according to the following formula:

Evaluation criterion: <i>technical criterion of the subject of procurement - applying the solution in the form of EPC memory: not less than 469 bites</i>	Number of points scored:
<i>technical criterion of the subject of procurement - applying the solution in the form of EPC memory: not less than 469 bites</i>	15
<i>technical criterion of the subject of procurement - no solution in the form of EPC memory: not less than 469 bites</i>	0

Points as part of *technical criterion of the subject of procurement - applying the solution in the form of User Memory: not less than 128 bites* shall be given according to the following formula:

Evaluation criterion: <i>technical criterion of the subject of procurement - applying the solution in the form of User Memory: not less than 128 bites</i>	Number of points scored:
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<i>technical criterion of the subject of procurement - applying the solution in the form of User Memory: not less than 128 bites</i>	15
technical criterion of the subject of procurement - no solution in the form of User Memory: not less than 469 bites	0

Points as part of the criterion: *guarantee period for provided prototype solution*. Points to be given according to the following formula:

Evaluation criterion: <i>guarantee period for provided prototype solution</i>	Number of points scored:
guarantee period for the provided prototype solution equal or longer than 24 months	10
guarantee period for the provided prototype solution shorter than 24 months	0

The Employer in order to acknowledge the meeting of a.m. conditions for participation and bid criteria is obliged to submit the following documents (method of evaluation of meeting the conditions):

1. Submission of a bid containing:
 - name and address of bidder,
 - date of bid,
 - data allowing for evaluation of bid and giving points within the framework of ranked criteria,
 - bid validity period,

2. Making the following declarations along with the bid:
 - The Contractor declares that he knows and accepts the conditions of implementation of the procurement specified in this request for bid and does not raise any objections and comments with this regard.
 - The Contractor has authorisation to perform the specific activities or action, if the laws require having such authorizations.
 - Its economic and financial standing guarantees the fulfilment of the order within the prescribed deadline.

- The Contractor has the required knowledge and appropriate technical potential and persons capable of implementing the procurement or guarantees suitable subcontractors with required knowledge and experience and having appropriate technical potential and persons capable of implementing the procurement.

5. Description of bid preparation method:

The bid must be submitted as the bid form (attachment no. 2 to this request for bid) or as the bidder's own form, along with attachments and declarations specified in its content, coherent with point 4 of this request for bid.

The Employer does not accept partial bids - only complete bids to be evaluated.

Method of bid submission:

- 1) personally in the headquarters of the company: UTAL Sp. z o.o., ul. Katarzyńska 9, 62-006 Gruszczyń (Swarzędz)
- 2) by mail, registered letter, courier to company's address: UTAL Sp. z o.o., ul. Katarzyńska 9, 62-006 Gruszczyń (Swarzędz)
- 3) by email sent to email address: utal@utal.pl or mariusz.ciesla@utal.pl

Bid submission deadline expires on: **17.04.2017**

- Bids submitted to the Employer after the bid submission deadline shall not be accepted and shall be returned to bidders without opening. Effective submission of a bid is bid acceptance by the Employer prior to expiry of bid submission deadline. It is accepted to amend or withdraw a bid by the bidder before the deadline of submission of a bid.
- Upon completion of bid evaluation procedure, the Employer shall make a decision about the selection of best bid.
- The Employer reserves the right not to select the best bid. The Employer has the right to finish the procedure without selecting any bidder at any moment of tender proceedings relating to selection of a bidder. The bidders are not entitled to any claims on this account.
- The Employer shall notify bidders immediately and announce on its website the results of the proceedings or about the termination of the proceedings without selection of the Contractor.
- Lack of any of the aforementioned attachments and/or declarations constitutes the basis for formal rejection of a specific bid.

6. Bid validity period: minimum 120 days of the date indicated in point 5 of this Request for bid as the deadline for submission of bids.

7. Information about the scope of exclusion from the implementation of procurement.

Excluded from the possibility of implementation of procurement are entities that are personally or capitally linked with UTAL Sp. z o.o. The personal or capital links to be understood as mutual links between the UTAL Sp. z o.o. or persons authorised to undertake obligations on behalf of UTAL Sp. z o.o. or persons performing on behalf of the UTAL Sp. z o.o. any activities associated with preparation and conducting the proceedings to select the Contractor, and the Contractor, consisting in particular in:

- 1) participating in a company as a partner of partnership or civil law partnership;
- 2) holding at least 10% of shares or stock;
- 3) performing functions of a member of supervisory or management board, proxy, plenipotentiary;
- 4) living in a state of matrimony, direct kinship or affinity or secondary kinship and affinity up to second level, or being adopted, under care or guardianship;
- 5) having such legal or actual relationship with the contractor, that this may raise grounded doubts as to the disinterest of these persons;

The acknowledgement of lack of capital or personal links is submission by the bidder of a declaration of lack of a.m. links in a bid form (attachment no. 2 to this request for bid).

8. Conditions of amending the agreement:

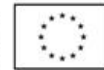
- The Employer provides for the possibility of amending the agreement in the event of changing the applicable provisions of law to the extent affecting the implementation of the agreement.
- The Employer provides for the possibility of amending the agreement in the event of circumstances caused by external factors, and/or circumstance of force majeure.
- The Employer provides for the possibility of amending the agreement in the event of change of deadlines and payment terms - provided the Contractor notifies of its intent and obtains the relevant consent of the Employer.

All information relating to the subject of procurement to be provided by Mr. **Mariusz Cieśla**, tel. +48 618173702; e-mail: mariusz.ciesla@utal.pl

Reservations:

This request for bid does not obligate UTAL Sp. z o.o. to any specific action:

- Publication of this request for bid does not obligate UTAL Sp. z o.o. to accept an offer, in full or in part and does not obligate UTAL Sp. z o.o. to provide any explanations or reasons of acceptance or rejection of bid.



- UTAL Sp. z o.o. may not be held liable for any costs or expenditures borne by bidders in connection with preparation and submission of bids.
- UTAL Sp. z o.o. reserves the right at any moment to change the whole or part of this request for bid.

Signature:

CEO
Jacek Wojciechowski

Attachment no. 1 to request for bid no. 1/WRPO 1.2/2017.

Technical Specification

Basic assumptions for bidders - purchase of specialist research services consisting in design and development of RFID tag for registration licence plates.

2. Basic requirements relating to:

Key technical/functional assumptions:

- Design of RFID passive tag for registration licence plates made of, as an assumption, aluminium sheet covered with reflective sheeting, which has in its structure as the reflective element a thin layer of aluminium and optical systems in the form of glass beads.
- Technical solution in form of affixing the RFID tag having a negligible effect on technological process associated with the manufacturing of registration licence plates. Affixing is to take into account the operating conditions of this solution.
- The aspect of maintaining durability and reliability of stored data saved in a tag, particularly after certain time of operation under relatively difficult road conditions.

Scope of service:

- technical design,
- selection of material for the production of tag,
- design of tag antenna core,
- design of the entire tag antenna,
- creation of a range of prototypes for testing associated with affixing it to structure of registration licence plate,
- supply of a batch of tags for testing.

Basic parameters:

- Air interface protocol: UHF Gen2,
- Frequency UHF Gen 2: ETSI, Global,
- Operating temperature: from -35°C to 80°C
- Do be used with readers: manual, stationery,
- Method of affixing the tag: stuck to registration licence plate, or integrated into it during plate manufacturing process.

3. Term of implementation: May 2017 - October 2017.

Attachment no. 2 to request for bid no. 1/WRPO 1.2/2017.



Bid form

Offer for UTAL Sp. z o.o. company.

In response to your request for bid dated 06.04.2017 relating to purchase of specialist research services consisting in design and development of RFID tag for registration licence plates as part of the project under the name: „*Development of dedicated RFID passive tag to be integrated with aluminium reflective registration licence plate and development of a technology and equipment for its implementation*” as part of Wielkopolska Province Regional Operational Program for the years 2014-2020, Action 1.2 Strengthening of innovative potential of Wielkopolska province (project no. RPWP.01.02.00-30-0140/16), we submit this bid for the fulfilment of the a.m. order.

I. Name and address details of the contractor

Full name	details
Address	
Telephone number	
E-mail address	
Contact persons: <ul style="list-style-type: none">• full name• telephone number• e-mail address	
NIP:	

II Terms and conditions of a bid

No.	Bid evaluation components	Bid parameters	Unit
1	Total net price plus possible additional costs		PLN/EUR/CHF/USD*
2	<i>Technical criteria of the subject of procurement - applying the solution in the form of EPC memory: not less than 469 bites</i>	YES <input type="checkbox"/>	applying the solution in the form of EPC memory: not less than 469 bites
		NO <input type="checkbox"/>	applying the solution in the form of EPC memory: not less than 469 bites
3	<i>Technical criterion of the subject of procurement - applying the solution in the form of User Memory: not less than 128 bites</i>	YES <input type="checkbox"/>	applying the solution in the form of User Memory: not less than 128 bites
		NO <input type="checkbox"/>	applying the solution in the form of User Memory: not less than 128 bites
4	<i>Criterion - guarantee period for provided prototype solution</i>	YES <input type="checkbox"/>	guarantee period for provided prototype solution equal or longer than 24 months
		NO <input type="checkbox"/>	guarantee period for provided prototype solution equal or longer than 24 months

* If the price is quoted in foreign currency, conversion to be made according to average rate of exchange of NBP prevailing on the day preceding the selection of the supplier

Validity of the offer:of the date indicated in point 5 of this Request for bid as the Bid Submission deadline* (**minimum 120 days**)

Attachments:

- If applicable

Contractor's declarations

I (we), the undersigned declare, that:

1. The Contractor declares that he knows and accepts the conditions of implementation of the procurement specified in this request for bid and does not raise any objections and comments with this regard.
2. The Contractor has authorisation to perform the specific activities or action, if the laws require having such authorizations.
3. Our economic and financial standing guarantees the fulfilment of the order within the prescribed deadline.

4. The Contractor has the required knowledge and appropriate technical potential and persons capable of implementing the procurement or guarantees suitable subcontractors with required knowledge and experience and having appropriate technical potential and persons capable of implementing the procurement.
5. I declare that no personal or capital links exist between us and the Employer, UTAL Sp. z o.o. The personal or capital links to be understood as mutual links between the Employer or persons authorised to undertake obligations on behalf of the Employer or persons performing on behalf of the Employer any activities associated with preparation and conducting the proceedings to select the Contractor, and the Contractor, consisting in particular in:
 - a) participating in a company as partner of partnership of civil law partnership;
 - b) holding at least 10% of shares or stock;
 - c) performing functions of a member of supervisory or management board, proxy, plenipotentiary;
 - d) is not living in a state of matrimony, direct kinship or affinity or secondary kinship and affinity up to second level, or being adopted, under care or guardianship;
 - e) having such legal or actual relationship with the contractor that this may raise grounded doubts as to the disinterest of these persons;

Place, dated..... *

(signature and stamp of bidder*)

* mandatory information