**Appendix No. 1**

to Instructions to the Bidder

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| Tender Information  |
| **I. General information** |
| * 1. Tender Organizer
 | Lukoil Neftochim Bourgas AD |
| * 1. Site
 | At the Production site Lukoil Neftochim Bourgas AD |
| * 1. No. of tender
 | Tender № 154192 |
| * 1. Subject of the tender
 | Supply of 65,00 t ± 10 % stabilizer to produce of polypropylene |
| * 1. Tender type
 | Open, two - stage tender, with bidding  |
| **II. Minimum qualification requirements to the Bidder for admission to participation in a tender** |
| 2.1. Compliance with quality control requirements (ISO 9001) | The Bidder must present a valid certificate of quality management system ISO 9001 of the manufacturer. |
| 2.2. Compliance of the technical offer with the requirements in the Technical Inquiry. | YES |
| 2.3. Declaration that the product is registered under REACH. | YES |
| 2.4. The offered product has successfully passed industrial tests in LNB or LNB already has experience with it. | YES |
| Criteria for meeting minimum requirements of Section II: |
| Bidder alone covers all requirements | YES |
| **III. Deadlines of various stages of the tender** |
| 3.1. Deadline for requesting participation in ATHS\*  | 24.07.2020 |
| 3.2. Deadline for Request for clarifications by the Bidder (form 11) in ATHS  | 30.07.2020 |
| 3.3. Deadline for accepting tender offers in ATHS | 06.08.2020 |
| **IV. Address and contact information** |
| 4.1. Email address | in accordance with ATHS |
| **V. Preparation of the bid** |
| 5.1. Language of the bid and correspondence language | Bulgarian or English |
| * 1. Currency
 | EUR  |
| * 1. Validity of the bid
 | The time period of validity of bids is at least 90 calendar days as of the deadline for receiving the bids. |
| **VI. Accepting and opening tender offers** |
| 6.1. Submission of tender offers | Tender offers shall only be submitted and accepted in ATHS  |
| 6.2. Participation of Bidders in person at the opening of the commercial part of the offers | YES |
| **VII. Structure of the tender offer** |
| **Envelope A (Technical Part):** |
| 1. List of documents Technical Part; Form 9 - in accordance with the requirements of ATHS\*.
 |
| 1. Qualification requirements; Form 1 - in accordance with the requirements of ATHS.
 |
| 1. Tender offer (cover letter to the tender offer); Form 2 - in accordance with the requirements of ATHS.
 |
| 1. Technical offer; Form 3 - in accordance with the requirements of ATHS.
 |
| 1. Schedule of deliveries, Form 5 - in accordance with the requirements of ATHS.
 |
| 1. Bond for participation in a tender (Bid Bond) - ***not required for this tender.***
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| 1. Bond from the main office - ***not required for this tender.***
 |
| 1. Questionnaire to a business partner - ***not required for this tender.***
 |
| 1. Documents, confirming relationships between the Bidder and its subcontractors (formal documents for relationships with subcontractor(s) for the specific tender), engaged in the performance of the works (provision of services), deliveries, subject of the tender, including copies of licenses, certificates and other permits of the subcontractors - ***not required for this tender.***
 |
| 1. Copies of licenses, certificates and permits, required for deliveries of goods, subject of the tender - ***not required for this tender.***
 |
| 1. Original of power of attorney, issued to the person having signed the Title Sheet (Form 6) - in accordance with the requirements of ATHS, by which the person is allowed (if not manager of the company) to take obligations on behalf of the Bidder - Price Bid Section - in accordance with the requirements of ATHS.
 |
| 1. Copy of the certificate of registration of the Bidder as a legal entity; Form 1 - in accordance with the requirements of ATHS.
 |
| 1. Copies of financial reports for the last 3 (three) years, certified by the Bidder, balance sheet, income and expenses report, cash flow statement, auditor’s opinion and breakdown of receivables and payables - ***not required for this tender.***
 |
| 1. A certificate, issued by the Registry Agency that the Bidder has not been declared bankrupt and that it is not in a legal procedure for declaring bankruptcy; Form 1 - in accordance with the requirements of ATHS.
 |
| 1. A certificate, issued by the Registry Agency, that the Bidder has not been declared in liquidation and that it is not in a legal procedure for liquidation; Form 1 - in accordance with the requirements of ATHS.
 |
| 1. Electronic version of all documents in Envelope A in pdf format (recorded on electronic media - flash memory and/or cd, placed in Envelope A) - ***not required for this tender.***
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| **Envelope (Tender bond)** |
| 1. Bond for participation in a tender (Bid Bond) – original; Form 4 - ***not required for this tender.***
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| **Envelope B (Commercial part)**  |
| 1. List of documents Commercial part; Price Bid Section, Form 9 - in accordance with the requirements of ATHS.
 |
| 1. Title Sheet; Price Bid Section, Form 6 - in accordance with the requirements of ATHS.
 |
| 1. Commercial (price) offer; Price Bid Section, Form 7 - in accordance with the requirements of ATHS.
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| 1. Electronic version of all documents in Envelope B in pdf, MS Word, Excel formats (recorded on electronic media - flash memory and/or cd, placed in Envelope B) - ***not required for this tender.***
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\*ATHS - Automated Tender Holding System