

Tender Information

I. General information	
1.1. Tender Organizer	LUKOIL Neftohim Burgas AD
1.2. Site	Hydrocracking Complex
1.3. Tender number	Tender № 164229
1.4. Tender subject	Supply of propylene polymerization catalyst
1.5. Type of tender	Open, two-stage with bidding
II. Minimum qualification requirements for Bidder for admission to participation in tender	
2.1. Compliance with the quality control requirements (ISO 9001)	Bidder shall provide a valid certificate of quality management system ISO 9001 of the Manufacturer.
2.2. Compliance with the requirements in the Technical Inquiry	Full compliance with the technical parameters of the Technical Inquiry.
2.3. The Bidder has considered the draft Contract and confirms the acceptance of the form, structure and contents of the Contract prepared by LUKOIL Neftohim Burgas AD	Declaration that the Bidder accepts to sign the Contract, in case he is the Winner of the tender.
2.4. Industrial test in LNB.	The product offered is successfully tested in LNB or LNB has previous positive experience with it.
Criteria for meeting the minimum requirements of Section II:	
Bidder covers by itself all requirements	YES
Important: Bidders who are subcontractors to another bidder or have intention to establish such relations in the course of service performance are not admitted to tender procedure. Above –mentioned conditions are specified at the offers evaluation stage and in the course of works performance.	
III. Periods for the separate stages of tender conduction	
3.1. Final date for submission of application for participation in ATCS*	16.12.2020
3.2. Final date for Request for Clarifications (Form 11) by Bidder	17.12.2020
3.3 Deadline for receiving sample	18.12.2020
3.4. Final date for proposal receipt in ATCS	06.01.2021
IV. Address and contact information	
4.1. E-mail address for electronic correspondence	as per ATCS
V. Proposal preparation	
5.1. Proposal and correspondence language	Bulgarian or English language

5.2. Currency	EUR
5.3. Proposal validity	Proposal validity period is at least 90 (ninety) calendar days as of the final date for proposal receipt.
VI. Receipt and opening of tender proposals	
6.1. Proposal submission	Proposals shall be submitted and received only in <u>ATCS</u>
6.2. Participation of Bidders in the opening of the commercial parts of the proposals	YES
VII. Proposal structure	
Envelope A (Technical part):	
1. List of the documents in Envelope A; Form 9 - as per the requirements of ATCS*.	
2. Qualification requirements; Form 1 - as per the requirements of ATCS.	
3. Tender proposal (cover letter to the tender proposal); Form 2 - as per the requirements of ATCS.	
4. Technical proposal; Form 3 - as per the requirements of ATCS.	
5. Schedule of deliveries, Form 5 - as per the requirements of ATCS.	
6. Bid Bond – <i>not required for this tender.</i>	
7. Guarantee by the Head Office - <i>not required for this tender.</i>	
8. Questionnaire to a business partner - <i>not required for this tender.</i>	
9. Documents confirming the relationship between Bidder and its subcontractors (official documents on the relationship with subcontractor(s) for the particular tender) involved in the performance of the works /provision of services/, deliveries subject of the tender, including copies of licenses, certificates and other permit documents of the subcontractors - <i>not required for this tender.</i>	
10. Copies of licenses, certificates and permits required for the deliveries of goods subject of the tender - <i>not required for this tender.</i>	
11. An original Power of Attorney issued to the person who has signed Title Page (Form 6) - as per the requirements of ATCS, permitting such person (in cases when it is not company's manager) to undertake obligations on behalf of Bidder – Price Proposal Section - as per the requirements of ATCS.	
12. A copy of Bidder's registration certificate as a legal body; Form 1 - as per the requirements of ATCS.	
13. A copy of the financial statements for the last 3 (three) years certified by Bidder, balance sheet, revenue and cost statement, cash flow statement, audit statement and breakdown of receivables and amounts due – <i>not required for this tender.</i>	
14. A certificate by Registry Agency that Bidder has not been declared bankrupt and no bankruptcy proceedings have been opened against it.	
15. A certificate by Registry Agency that Bidder has not been declared to be in liquidation and that no liquidation proceedings have been opened against it.	
16. An electronic version of all documents in Envelope A in PDF format (uploaded on an electronic media memory stick and/or CD to be put in Envelope A). - <i>not required for this tender.</i>	
Envelope (Bid Bond)	
1. Bid Bond - <i>not required for this tender.</i>	
Envelope B (Commercial part)	

1. List of the documents, Commercial Part; Form 9 - as per the requirements of ATCS. Price Proposal Section.
2. Title Page; Form 6 - as per the requirements of ATCS. Price Proposal Section.
3. Commercial (price) proposal; Form 7 - as per the requirements of ATCS. Price Proposal Section.
4. Electronic version of all documents in Envelope B in PDF, MS Word, Excel Formats (uploaded on an electronic media memory stick and/or CD to be put in Envelope B) - <i>not required for this tender.</i>

* ATCS – Automated Tender Conduction System