



**INNOWACYJNA
GOSPODARKA**
NARODOWA STRATEGIA SPÓJNOŚCI



UNIA EUROPEJSKA
EUROPEJSKI FUNDUSZ
ROZWOJU REGIONALNEGO



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REQUEST FOR OFFER (REF. NO 02/10/2015)

in relation to an order for DESIGNING, MANUFACTURING AND ASSEMBLING OF COMPONENTS OF THE OSB PRODUCTION LINE (Extraction units)

**to be performed within the framework of the project:
„Construction of the production plant on the basis of an innovative technology
of oriented strand board”
co-financed from the funds of the European Regional Development Fund within the
framework of the task 4.5 Support of investments of a substantial meaning for the
economy, sub-task 4.5.1 Support of investment in the production sector
of the Innovative Economy Operational Programme**

Strzelce Opolskie, 01.10.2015

Program Operacyjny Innowacyjna Gospodarka Działanie 4.5 Wspieranie inwestycji o dużym znaczeniu dla Gospodarki Poddziałanie 4.5.1Wsparcie inwestycji w sektorze produkcyjnym nr wniosku POIG.04.05.01-00-004/09. Tytuł projektu: „Budowa zakładu w oparciu o innowacyjną technologię płyt wiórowych orientowanych” 1

Sąd Rejonowy w Opolu VIII Wydział Gospodarczy Krajowego Rejestru Sądowego • KRS: 0000284841 • NIP 7822391467 • Kapitał zakładowy: 31 130 500,00 PLN
Kredyt Bank S.A.: PL95 1500 1100 1211 0005 7337 0000 /PLN/ • PL45 1500 1100 1211 0005 7340 0000 /EUR/ • PL87 1500 1100 1211 0005 7353 0000 /USD/



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1. Name and seat of the Tendering Authority:

Kronospan OSB Sp. z o.o.
ul. Wojska Polskiego 3
39-300 Mielec
NIP 7822391467, Regon 300573382

Correspondence address:

Kronospan OSB Sp. z o.o.
ul. 1 Maja 52
47-100 Strzelce Opolskie

2. Description of the subject matter of the contract awarding procedure:

I. general information

Place of execution of the order: ul. 1 Maja 52, 47-100 Strzelce Opolskie, Poland

Kronospan OSB Sp. z o.o. ("**Kronospan**") hereby requests to submit offers for delivery of certain components of the production line for high quality OSB boards (the "**Components**"). The scope of the order consists of the following stages:

- 1) preparation and designing of the Components;
- 2) manufacturing of the Components;
- 3) delivery of the Components;
- 4) assembling of the Components;
- 5) participation in the start-up activities until achievement of full-time operational capacity by the production line to be confirmed in a delivery and acceptance protocol.

II. main technical requirements of the production line

The production line for which the Components are to be delivered pursuant to this Request for Offer should meet the following main requirements:

- 1) Strander included in Section 12 000 A Chipping II must have production capacity 37.000 kg bond dry / h calculated on the assumption of performance of average timber length of 2.400 mm, trough filling 40% and 4 knife changes per day (app. 1.000 cycles per day). Expected parameters of the strand: length app. 75 – 120 mm, width app. 20 mm, thickness app. 0,65 mm.

III. Components

This Request for Offer concerns Components included in Group 1 of the production line.

Group 1 consists of the following production sections necessary for achievement of the production capacity defined in Point 2 sec. II above:

Group 1: Section 60 000 Extraction units



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Remarks:

- a) The proposal of the flow sheet constitutes the Attachment No 3 to this Request for Offer.
- b) Offers must cover all necessary technical networks, electrical network, pneumatic network, water-supply network, steering equipment and process monitoring and also relevant documentation.
- c) Offers must cover all transporters, intermediate storages, silos and all necessary supporting equipment to connect the production sections, so that the flow of the material along the production line is ensured.
- d) Price for items referred to in points b) and c) must be included in the price offered by the bidder for supply 60 000 Extraction units.

IV. responsibilities of Kronospan

- 1) For the purpose of the execution of the order Kronospan will arrange for, and will provide to the contractor to whom the contract will be awarded, all necessary administrative permits obtained by Kronospan for the purpose of the investment to which this Request for Offer relates.
- 2) The scope of tasks on the side of Kronospan will comprise of all general civil works as well as civil works specifically dedicated to the production line which will be executed in compliance with the instructions and guidelines received from the contractor.
- 3) Kronospan will provide access to media (electric power, water, pressed air, sewers) necessary for the contractor to execute the subject matter of the order.
- 4) Kronospan shall guarantee the following parameters of wood to be used in Section 11 000 Debarking I and Section 11 000A Debarking II and also Section 12 000 Chipping I and Section 12 000A Chipping II:

Type of wood:	100	% round wood
	pine, spruce, poplar aspen	
Density app.	350 - 500	kg/m ³
Humidity	min. 50	% atro
	maks. 120	% atro
Dimensions:		
- Length	min. 2.000 – max. 4.000	mm
- Diameter	80 - 260 - 350 (600)	mm

Parameters to calculate production capacity:

- Length	Average 2.500	mm
- Average diameter of wood	150 - 350	mm
- Average diameter	150	mm
- Humidity of wood	> 70	%

3. Deadlines:

Program Operacyjny Innowacyjna Gospodarka Działanie 4.5 Wspieranie inwestycji o dużym znaczeniu dla Gospodarki Poddziałanie 4.5.1Wsparcie inwestycji w sektorze produkcyjnym nr wniosku POIG.04.05.01-00-004/09. Tytuł projektu: „Budowa zakładu w oparciu o innowacyjną technologię płyt wiórowych orientowanych”

3



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- 1) The expected deadline to prepare and deliver technological instructions and documents for execution of works to be ensured by the investor (e.g. foundations, electricity supply, water, gas, compressed air installation, dusting installation, hydraulic installation, steel elements and constructions etc.): **15th of November 2015**.
- 2) The expected start of supplies of the Components: **February 2016**.
- 3) The expected deadline to complete the start-up tests of the production line (first board): **30th of April 2016**.
- 4) The expected deadline to start the three-shift production process: **31st of May 2016**.
- 5) The expected date of the completion handover of the production line: **31st of July 2016**.

4. Description of the way of preparation of the offer:

The offer should be prepared on the basis of the Offer Form which constitutes Attachment No. 1 to this Request for Offer, whereby the following requirements should be met:

- 1) The bidder should fill in the Schedule No 1 to the Offer Form and provide unit prices for all items included in the Section or Sections for which the offer is submitted;
- 2) the bidder shall attach to the offer a flow-sheet of the Components;
- 3) the map containing localisation of the offered Sections may constitute an integral part of the offer;
- 4) for each production Section referred to in Point 2 sec. III. above the bidder should provide capacity, as well as, the following main technical parameters: sort of components, length, width, height, weight and origin (name of manufacturer of components);
- 5) the bidder will provide prices of designing, delivery and assembling of each production Section referred to in Point 2 sec. III. above and for all additional costs, which Kronospan will have to bear;
- 6) the price given in the offer must be expressed in EUR and should result from the Offer Form constituting Attachment No. 1 to this Request for Offer;
- 7) the final offered price must be expressed with the exactness of the second decimal place;
- 8) the price provided in the offer contains also remuneration for transfer to Kronospan of all the proprietary copyrights to every documentation, including reports and plans prepared by the contractor in connection with the execution of the order, including rights enabling to introduce later changes to the documentation prepared by the contractor or its repeated use;
- 9) for the purpose of evaluation of the offer the total price for the execution of the order with respect to the each Section referred to in Point 2 sec. III. will be taken into account;
- 10) it is possible to carry out an onsite inspection of the place of investment upon a prior agreement of its term with Kronospan;
- 11) the offer must be signed by a person/s authorised to represent the bidder; the authorization of



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the person/s signing the offer must directly arise from the documents attached to the offer;

- 12) the entire offer must be submitted in a form preventing it from an accidental break-up, in a appropriately secured packet/file.

5. Required documents and statements confirming fulfilment of conditions of participation in the contract awarding procedure:

- 1) Insurance policy on civil liability (OC) of the bidder with the insurance sum not lower than the amount constituting equivalent of EUR 1,000,000.00 (but not less than the amount of the advanced payment, if required).

Attachments to the offer, if any, should be submitted in original or as copies certified for their conformity with original by person/s authorised to represent the bidder (on each and every page of the document). Kronospan reserves a right to request submission of an original document or of a notarised copy of any document submitted together with the offer.

In case of offers submitted via e-mail the above-mentioned requirement is deemed fulfilled, if the scan of the document is submitted in the PDF format.

6. Place of the submission, the submission date and negotiations:

- 1) The offer on the Offer Form that is the Annex No.1 to the hereby inquiry, must be submitted:
 - a. In paper form personally or by post to the following address: KRONOSPAN OSB Sp. z o.o. at 1Maja 52 Street Strzelce Opolskie and/or
 - b. In electronical form by e-mail: oferty.osb@kronospan.pl
- 2) In case of sending the offer by post/ courier the date of actual letter delivery to the Tendering Authority is decisive
- 3) The offers must be submitted up to 23rd of October 2015, in the closed envelope together with a following postscript: „Building the production plant on the basis of an innovative technology of oriented strand board – the offer related to the inquiry No. 02/10/2015
- 4) In case of the offer sent by e-mail to the Tendering Authority there must be written in the subject: 02/10/2015 – the offer regarding to production line for the OSB investment Group 1,
- 5) The e-mail offer must be sent as annex in PDF format. The e-mail content SHOULD not include the offer elements.

1) Criteria, the way of evaluation of the offers and principles of contract awarding:

i. criteria and points

Kronospan will select the bidder to execute the order separately for each of the Sections referred to in Point 2 sec. III. of this Request for Offer on the basis of the following criteria and points:

No.	Criterion	Weight of the criterion in %	Maximum amount of points which can be received by an offer for a given criterion
1)	Price (C)	100%	100 points
	Total:	100%	100 points

Rules of evaluation of a criterion:



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1) **"Price" (C).**

In case of a criterion "Price" the offer will receive an amount of points rounded up to the second decimal place resulting from the following:

$$P_i(C) = \frac{C_{\min}}{C_i} \cdot \text{Max}(C)$$

where:

P _i (C)	Amount of points which the offer "i" receives for the criterion "Price" in a given Section referred to in Point 2 sec. III;
C _{min}	the lowest price offered in all of the compliant and not rejected offers;
C _i	price of the offer "i" for a given Section referred to in Point 2 sec. III;
Max (C)	maximum amount of points which can be received by an offer for the criterion "Price" in a given Section referred to in Point 2 sec. III.

ii. award of the contract

At the preliminary stage of the contract awarding procedure, Kronospan will select the most advantageous offers. At the next stage of the contract awarding procedure, Kronospan will carry on negotiations with bidders selected pursuant to the preceding sentence.

Kronospan will award the contract to the bidder for the execution of one or two Sections within each Group defined in Point 2 sec. III. of this Request for Offer, if the offer submitted by the bidder achieves the highest amount of points for those Sections. One bidder may be awarded from one to four Sections provided that his offer was the most advantageous in respect of a given Section.

2) The bidder is bound by the offer for 6 (six) months following the offers' submission date.

3) Other terms of the contract awarding procedure:

- 1) For any reason and at any stage of the contract awarding procedure, Kronospan shall be entitled to recall the Request for Offer and to change the terms of the Request for Offer at any time. Information on the change of the Request for Offer will be announced in the registered office of Kronospan and on Kronospan's website as well as delivered to the bidders to whom the Requests for Offer were provided.
- 2) Until a written contract for the performance of the order is executed Kronospan shall be entitled, for any reason, to cancel the contract awarding procedure partially or in whole, of which decision it will notify bidders in writing.
- 3) Kronospan shall be entitled to close the contract awarding procedure without choosing any offer.
- 4) In case of a recall or a change of the Request for Offer, cancellation of the contract awarding procedure in whole or partially or closing the contract award procedure without choosing any offer by Kronospan, the bidders participating in the procedure shall not be entitled to any compensation.
- 5) Kronospan shall be entitled to negotiate the terms and conditions of the order with bidders who submitted the most advantageous offers at the preliminary stage of the procedure.
- 6) Bidders from other members states of the European Union and from countries not belonging to the European Union may submit documents which are equivalent to the Polish documents required by Kronospan.



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- 7) Each bidder is entitled to submit only one offer. Subsequent offers of the same bidder will be rejected. The date of the actual receipt of the subsequent offers will be decisive in terms of their rejection. If all offers will be received at the same time, Kronospan will reject all the offers submitted by a given bidder.
- 8) Variant offers are not admissible and will be rejected by Kronospan at the stage of formal evaluation.
- 9) It is not possible to submit offers for partial execution of a given Section defined in point 2 sec. III above. In other words, the bidder must submit offer for execution of entire Section 11 000 or/and Section 11 000A or/and Section 12 000 or/and Section 12 000A.
- 10) In case of submission of documents in other language than Polish, Kronospan shall be entitled to request their translation, including sworn translation, into Polish.
- 11) The bidders shall be excluded from the contract awarding procedure:
 - who during the last three years prior to opening of this procedure caused damage by way of non-performance or by way of improper performance of an order, and the damage has not been voluntarily compensated until the opening of this procedure, unless the non-performance or improper performance has been a result of circumstances for which the bidder is not liable;
 - in relation to whom the liquidation, the procedure in terms of an announcement of bankruptcy or composition procedure as referred to in the Law on bankruptcy and composition proceedings has been started;
 - who have not submitted the required statements or have not fulfilled other requirements set forth in the Request for Offer, and in particular, who do not possess the required experience. If some certificates, statements or other documents are not submitted, Kronospan may set an additional time-limit in order for the missing documents to be supplemented;
 - who submitted false information having impact on the result of the contract awarding procedure;
 - who are personally or through capital investments affiliated with Kronospan.
- 12) Offers submitted by bidders being subject to exclusion from the contract awarding procedure will be rejected by Kronospan at the stage of formal assessment of the offers.
- 13) Only bidders with necessary experience and those who at the moment of signing of the contract will have the necessary technical resources to perform the order shall be entitled to participate in the contract awarding procedure. Verification of the fulfilment of the above-mentioned requirements will take place on the basis of the documents referred to in Point 5 of this Request for Offer.
- 14) The contract with the contractor chosen in the contract awarding procedure will be signed in the term and venue indicated by Kronospan. Should the bidder whose offer was selected refuse to enter into the contract for longer than 7 days, Kronospan shall be entitled to choose the most valuable offer from amongst the remaining offers or to close the contract awarding procedure without choosing an offer.
- 15) Any and all technical objections with respect to the constructions envisaged in documents attached to the Request for Offer the bidder is obliged to notify to Kronospan in writing with no delay upon reviewing of the Request for Offer, not later, however, than at the date of the submission of the offer. In case of notification of the above-mentioned objections Kronospan may, at its sole



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discretion, introduce changes into the Request for Offer. The technical objections with respect to the constructions envisaged in the documents attached to Request of Offer notified after the submission date will not be taken into consideration.

4) Contact details of persons authorised to respond to bidders:

1. Tomasz Puklicz [t.puklicz@kronospan.pl]
2. Jan Rudolf [office@kronospan.cz]

Attachments:

- Attachment No. 1 - Offer Form
- Attachment No. 2 – Unit prices
- Attachment No. 3 – Layout of the production line

On behalf of Kronospan OSB Sp. z o.o.:

Tomasz Jańczak
Member of the Management Board