**Attachment №1**

to Instructions to Bidder

|  |  |
| --- | --- |
| Information about the tender | |
| **I. General Information** | |
| * 1. Tender Organizer | LUKOIL Neftohim Burgas AD |
| * 1. Tender Number | LNB-2024-054 |
| * 1. Tender Subject | Supply of riser elements for R-1001 A/B |
| * 1. Tender description | Supply of riser elements for R-1001 A/B  Delivery period: Until 28.02.2025, but not earlier than 01.01.2025.  Delivery terms: as per INCOTERMS 2020 - DDP/DAP LUKOIL Neftohim Burgas AD. |
| * 1. Tender Type | Open tender with bidding |
| **II. Minimum qualification requirements to Bidder to allow its participation in the tender.** | |
| 2.1. Technical compliance | Bidder shall submit a Technical Bid in accordance with Client’s requirements, set out in the Inquiry for Technical Bids to Form 3: type, dimensions, volume and material. Allows replacement of the materials specified in the Inquiry for Technical Bids with equivalent (analogous) ones according to other standards. |
| 2.2. Technical collateral | Bidder shall submit a declaration (accompanied by additional information) that the manufacturer has CNC /computer numerical control/ metalworking machines. |
| 2.3. Warranty period | Warranty period of the Goods - not less than 24 months from the date of delivery |
| 2.4. Compliance with requirements for control of quality (ISO 9001). | Bidder must submit a valid certificate with regard to quality management system (ISO 9001) of the Manufacturer. |
| **Criteria for meeting the minimum requirements under section ІІ:** | |
| Bidder alone covers all requirements | Yes |
| **IMPORTANT!**  **Bidders that are subcontractors of any other bidder or intend to establish such relationships in the course of service performance are not allowed to take part in the tender. The above terms shall be verified at the stage of Bids evaluation and in the course of works performance.** | |
| **III. Deadlines of the tender stages.** | |
| 3.1. Deadline to apply for participation. | 18.03.2024 |
| 3.2. Deadline for Request for Clarifications (Form 11) by Bidder. | 26.03.2024 |
| 3.3. Deadline for receipt of Bids. | 01.04.2024 |
| 3.4. Provision of a password to open the bid. | 02.04.2024 |
| **IV. Address and contact details.** | |
| 4.1. E-mail address | [Nyotev.Asen.A@neftochim.bg](mailto:Nyotev.Asen.A@neftochim.bg) |
| **V. Preparation of the Bid.** | |
| 5.1. Language of the Bid and communication language | Bulgarian / English |
| * 1. Currency. | **EUR** |
| * 1. Bid validity period. | The validity period of the Bids shall be minimum 90 (ninety) calendar days, counting from the deadline for receipt of Bids. |
| **VI. Receipt and opening of the Bids.** | |
| 6.1. Submission of Bids | Bids shall be submitted/received through the External File Services portal provided by the Tender Organizer. |
| 6.2. Attendance of the Bidders during the opening of the Bids | No |
| **VII. Structure of the Bid.** | |
| **Technical Part:** | |
| 1. List of documents, **Form 9.** | |
| 1. Qualification requirements, **Form 1.** | |
| 1. Tender Bid (cover letter to the tender bid), **Form 2.** | |
| 1. Technical Bid, **Form 3.** | |
| 1. Schedule of deliveries /performance of works/rendering of services, **Form 5.** | |
| 1. Guarantee for participation in a tender (Bid Bond) – original -***not required for this tender.*** | |
| 1. Guarantee by the Head Office - ***not required for this tender***. | |
| 1. Business Partner Questionnaire - ***not required for this tender****.* | |
| 1. Documents proving the relations between the Bidder and its subcontractors (official documents on the relationship with subcontractor/s for the specific tender) involved in the performance of works/rendering of services/ execution of deliveries that are the subject of the Tender, including copies of licenses, certificates and other authorization documents of the subcontractors - ***not required for this tender*.** | |
| 1. Copies of licenses, certificates and permits necessary for the supply of goods/performance of works/rendering of services, subject matter of the tender,  **Form 1.** | |
| 1. Original power of attorney issued to the person who has signed the Cover Sheet (**Form 6**), authorizing said person (if he/she is not the company manager) to assume obligations on behalf of the Bidder. | |
| 1. Copy of Bidder’s certificate of registration as a legal entity and/or copy of the consortium agreement, if any; **Form 1.** | |
| 1. Copy of the financial statements for the past 3 (three) years, certified by the Bidder, balance sheet, profit and loss account, cash flow statement, audit statement and the breakdown of accounts receivable and payable – ***not required for this tender.*** | |
| 1. Certificate by the Registry Agency that Bidder has not been declared bankrupt and is not subject to bankruptcy proceedings, **Form 1.** | |
| 1. Certificate by the Registry Agency that Bidder has not been declared wind-up and is not subject to wind-up proceedings, **Form 1.** | |
| **Commercial Part:** | |
| 1. List of documents, **Form 9.** | |
| 1. Cover Sheet, **Form 6.** | |
| 1. Commercial (Price) Bid, **Form 7.** | |