**Attachment № 1**

To Instructions for Bidder

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| Information about the tender | |
| **I. General information.** | |
| * 1. Tender Organizer | LUKOIL Neftohim Burgas AD |
| * 1. Number of the tender | Tender № **LNB-2024-059** |
| * 1. Subject of the tender | Supply of centrifugal pumps |
| * 1. Description of the subject of the tender | Supply of 2 pcs. centrifugal pumps tag item Р-401-1A and Р-401-2А for circulation of hexane which is used for reflux of scrubbers Т 401-1/2;  Recommended delivery period: not later than 15.03.2025;  Terms of delivery: according to INCOTERMS 2020, DDP/ DAP LUKOIL Neftohim Burgas AD;  Guarantee terms – Recommended guarantee period - not less than 24 (tewnty-four) months from goods delivery date. |
| * 1. Type of tender | Open tender with bidding |
| **II. Minimum qualification requirements to Bidder for admittance to participation in a tender.** | |
| 2.1. Technical compliance of the proposal. | The Bidder shall submit a Technical Proposal in accordance with the requirements laid down in the Technical Terms of Reference of the Client (Attachment №1 to Form 3), including as follows:  - Operating parameters;  - Requirements for the electric motor and the explosion protection;  **-** Requirements for the equipment of AP Part;  **-** Material execution;  - Requirements for the structure;  - Requirements for the seal of the pump.  The proposal shall include all materials required for start-up and commissioning as per requirements in p.22 of Attachment №1 to Form 3.  In Attachment №2 to Form 3, Bidder shall declare that:  - The equipment will be delivered with the technical documentation required under it.23 of Attachment №1 to Form 3;  - Within 30 (thirty) calendar days as of the date of bilaterally signing of the contract Bidder will submit to Client the complete technical documentation necessary for the development of a detail design (pursuant to the provisions of it.24 of Attachment №1 to Form 3), which does not constitute any transfer of copyright, know-how or any other intangible asset. |
| 2.2. Compliance with requirements for control of quality (ISO 9001). | TheBidder shall present a valid certificate in terms of quality management system (ISO 9001) of the **Manufacturer**. |
| Criteria for covering the minimum requirements of Section ІІ: | |
| Bidder covers on its own 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 tender conduction stages.** | |
| 3.1. Deadline to apply for participation. | 14.05.2024 |
| 3.2. Deadline for Request for Clarifications by Bidder (Form 11). | 16.05.2024 |
| 3.3. Deadline for receipt of proposals. | 30.05.2024 |
| 3.4. Providing a password to open the proposal | 31.05.2024 |
| **IV. Address and contact information.** | |
| 4.1. E-mail address for correspondence | [Andonov.Antoni.G@neftochim.bg](mailto:Andonov.Antoni.G@neftochim.bg) |
| **V. Proposal preparation.** | |
| 5.1. Proposal and correspondence language | Bulgarian language and/or English language |
| * 1. Currency | **EUR** |
| * 1. Proposal validity | Proposal validity period is at least 90 (ninety) calendar days as of the final proposal receipt period. |
| **VI. Tender proposal acceptance and opening.** | |
| 6.1. Proposal submission | Proposals shall be submitted/ accepted through the External File Services portal provided by the Tender Organizer. |
| 6.2. Participation of Bidders in the opening of the proposals | No |
| **VII. Proposal structure.** | |
| **Technical part:** | |
| 1. List of the documents in Technical part; **Form 9.** | |
| 1. Qualification requirements; **Form 1**. | |
| 1. Tender proposal (cover letter to the tender proposal); **Form 2**. | |
| 1. Technical proposal; **Form 3.** | |
| 1. Schedule of deliveries/ Provision of services; **Form 5**. | |
| 1. Bid Bond – ***not required for this tender****.* | |
| 1. Guarantee from the Head Office **–** ***not required for this tender****.* | |
| 1. Questionnaire to a business partner **– *not required for this tender****.* | |
| 1. Documents confirming the relationship between Bidder and its subcontractors (formal documents on the relationship with a subcontractor/s for the particular tender) involved in the performance of the works / provision of services / deliveries which are subject of the tender, including copies of licenses, certificates and other permit documents of the subcontractors – ***not required for this tender****.* | |
| 1. Copies of licenses, certificates and permits required for the deliveries of goods which are subject of the tender, **Form 1.** | |
| 1. An original Power of Attorney issued to the person which has signed Title Page (**Form 6**), and permitting such person (in cases when it is not company’s manager) to undertake obligations on behalf of Bidder. | |
| 1. A certificate of legal existence of the bidding company, **Form 1**. | |
| 1. 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 amount due **–** ***not required for this tender****.* | |
| 1. A certificate by Registry Agency that Bidder has not been declared bankrupt and no bankruptcy proceedings have been opened against it, **Form 1**. | |
| 1. 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, **Form 1**. | |
| **Note:** When the Bidder is part of a Consortium, the above-mentioned documents under items 9, 10, 11, 12, 14 and 15 are provided for each partner separately. The documents for the remaining points 1, 2, 3, 4, 5, 6, 7, 8 and 13 are provided by the head office, on behalf of all members of the consortium. | |
| **Commercial part:** | |
| 1. List of the documents in Commercial part: **Form 9**. | |
| 1. Title Page; **Form 6**. | |
| 1. Commercial (price) proposal; **Form 7**. | |