**Attachment № 1**

To Instructions for Bidder

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| TENDER INFORMATION | |
| **I. General information** | |
| * 1. Tender Organizer | LUKOIL Neftohim Burgas AD |
| * 1. Tender number | LNB-2024-037 |
| * 1. Project/ asset name | Delivery of inhibitors and services for chemical treatment of the Units in LUKOIL Neftohim Burgas AD for a period of 1 (one) year in 2 lots, as follows:  - LOT 1 - Complex process chemical treatment;  - LOT 2 - Complex chemical treatment of steam generator systems.  **Each bidder shall prepare and present a tender bid on LOT 1 and LOT 2 individually.**  **It is allowed to submit a proposal for each one lot individually.** |
| * 1. Description of the subject of the tender | Delivery of inhibitors and services for chemical treatment of the Units in LUKOIL Neftohim Burgas AD for a period of 1 (one) year in 2 lots, as follows:  **- LOT 1 - complex process chemical treatment**  **The subject of LOT 1 includes:**   * Delivery of inhibitors for complex process chemical treatment of the Units in LUKOIL Neftohim Burgas AD, for a period of 1 (one) year. Approximate deadline for first delivery 01.03.2025; * Provision of a service for complex process chemical treatment of the Units in LUKOIL Neftohim Burgas AD - **12 months** from the date of entry into force of the contract; * Delivery of the required equipment for control and management of treatments (pumps, probes, coupons, etc.). Approximate delivery time in the period from 01.03.2025 to 07.03.2025; * Installation and maintenance of the delivered necessary equipment for control and management of treatments (pumps, probes, coupons, etc.); * Delivery of piston inhibitor pump as per p. 1.2.3. of the draft contract.   Delivery terms: as per INCOTERMS 2020, DDP/DAP LUKOIL Neftohim Burgas AD.  Guarantee Period terms: 12 (twelve) months from the date of the goods delivery.  **LOT 2 - complex chemical treatment of steam generator systems**  **The subject of LOT 2 includes:**   * Delivery of inhibitors for complex chemical treatment of steam generation systems in LUKOIL Neftohim Burgas AD, for a period of 1 (one) year. Approximate deadline for first delivery 01.03.2025; * Provision of a service for complex chemical treatment of steam generation systems in LUKOIL Neftohim Burgas AD - **12 months** from the date of entry into force of the contract; * Delivery of the required equipment for control and management of treatments (pumps, probes, coupons, etc.). Approximate delivery time in the period from 01.03.2025 to 07.03.2025; * Installation and maintenance of the delivered necessary equipment for control and management of treatments (pumps, probes, coupons, etc.).   Delivery terms: as per INCOTERMS 2020, DDP/DAP LUKOIL Neftohim Burgas AD.  Guarantee Period terms: 12 (twelve) months from the date of the goods delivery. |
| * 1. Type of tender | Open tender, with bidding |
| **II. Minimum qualification requirements to Bidder for admittance to participation in a tender.** | |
| **LOT 1 - complex process chemical treatment** | |
| 2.1. 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. |
| 2.2. Technical compliance | Bidder shall submit a Technical Bid in accordance with the requirements set out in Client's tender documentation (Form 3), including: |
| Bidder shall provide a guaranteed quality specification of the manufacturer for each product. |
| Bidder shall guarantee that the dosages and quantities of inhibitors proposed by Bidder in the technical part of Bidder’s tender proposal will provide for an efficinet chemical treatment according to p. 1.7.2. of the Technical Inquiry for each Unit. If Bidder fails to meet this condition, Bidder shall deliver the required additional quantities at its own expense. |
| The amount of chemicals required for the implementation of the corrosion protection program for each injection position shall be related to the feed processing. The dosage of the chemicals shall be related to the flow rates of the releveant treated streams. A consumption rate kg. chemical/ton of feed shall be presented for the relevant agent. The contractor company shall indicate the expected consumption of agents by type and injection position in accordance with the planned performance of each Unit and shall present the required information in tabular form. |
| The chemicals shall be delivered in one-cubic containers with a metal grating on a metal pallet. The container tap shall be adapted to be connected to "Camlock 2" system. |
| Bidder shall provide and maintain in working order the necessary equipment, including spare items (pneumatic dosing pumps and level measuring devices), where required, according to the technical inquiries, as well as the necessary equipment for corrosion rate measurement (probes, coupons, etc.). |
| Bidder shall provide a schedule for corrosion rate monitoring periodicity using the proposed means of measurement and preparation of periodic (quarterly) reports with findings and recommendations. Corrosion rate measurement using corrosion coupons every three months or weekly with ER probes by the contractor company. |
| Bidder shall provide for the weekly presence of a technical service person, stationary office/ laboratory (rented), equipment, methodology for analysis of the residual amount of inhibitor, agents, consumables, by the contractor company. |
| Bidder shall guarantee the compatibility of the offered chemicals with the process and auxiliary equipment (containers, pumps, connections, valves, seals, dosing devices, etc. |
| In the event that the types of chemicals offered do not provide efficient tretament according to the technical parameters specified in the Technical Inquiries of LUKOIL Neftohim Burgas AD, Bidder shall offer another alternative chemical. The replacement of chemicals of the same type shall not be more than twice during the contract period, it shall be at Bidder's expense and shall not exceed the value of the replaced chemical. |
| The chemical program provides the possibility of redistribution between the quantities of different types of chemicals, in case of overconsumption of certain types of chemicals and saving of others, as a result of a change in dosage. |
| 2.3. Declaration that the product has a REACH registration | A declaration that the product has a REACH registration or an explanation of the lack of registration if the substances are excluded from registration under REACH Regulation. |
| **Criteria for covering the minimum requirements of Section ІІ for LOT 1:** | |
| Bidder covers on its own all requirements. | YES |
| The Bidder, jointly with a consortium/ company under the Obligations and Contracts Act, meet all requirements. | YES  – The Bidder, submits official partnership/ agreement documents and head office control documents (if applicable)  – The Bidder, fills in the relevant information about the partners (for each separately) and the head office (if any) in Form 1. |
| **LOT 2 - complex chemical treatment of steam generator systems** | |
| 2.1. 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. |
| 2.2. Technical compliance | Bidder shall submit a Technical Bid in accordance with the requirements set out in Client's tender documentation (Form 3), including: |
| Bidder shall provide a guaranteed quality specification of the manufacturer for each product. |
| The amounts of chemicals offered shall provide for the technical parameters under p. 1.6. of the Technical Inquiry for a period of 12 months from the date of commencement of treatment, regardless of the manner of treatment and the changes which are made to the program during the period. In the event that the amounts of chemicals offered do not provide efficient tretament, according to the specified technical conditions, the company shall provide additional amounts of chemicals at its own expense until the expiry of the agreed period. |
| Bidder shall guarantee the fulfillment of the additional requirements specified in p. 1.7. of the Technical Inquiry. |
| 2.3. Declaration that the product has a REACH registration | A declaration that the product has a REACH registration or an explanation of the lack of registration if the substances are excluded from registration under REACH Regulation. |
| 2.4. Packaging | The chemicals shall be delivered in one-cubic containers. |
| **Criteria for covering the minimum requirements of Section ІІ for LOT 2:** | |
| Bidder covers on its own all requirements. | YES |
| The Bidder, jointly with a consortium/ company under the Obligations and Contracts Act, meet all requirements. | YES  – The Bidder, submits official partnership/ agreement documents and head office control documents (if applicable)  – The Bidder, fills in the relevant information about the partners (for each separately) and the head office (if any) in Form 1. |
| **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. | 25.11.2024 |
| 3.2. Deadline for Request for Clarifications by Bidder (Form 11) | 29.11.2024 |
| 3.3. Deadline for receipt of proposals. | 05.12.2024 |
| 3.4. Providing a password to open the proposal. | 06.12.2024 |
| **IV. Address and contact information.** | |
| 4.1.E-mail addresses for electronic communications | [Nyotev.Asen.A@neftochim.bg](mailto:Nyotev.Asen.A@neftochim.bg) |
| 1. **Bid preparation.** | |
| 5.1.Tender correspondence and Bid language | Bulgarian language and/or English language |
| 5.2.Bid currency | **EUR** |
| 5.3.Bid validity | Proposal validity period is at least 90 (one hundred and twenty) calendar days as of the final proposal receipt period. |
| 1. **Submission, opening and evaluation of bids** | |
| 6.1.Date and place of opening of the Bids | Bids shall be submitted/received through the External File Services portal provided by the Tender Organizer. |
| 6.2.The possibility of bidders' representatives to attend the bid opening | No |
| **VII. Proposal structure:** | |
| **Technical Part (with NO Price Indication):** | |
| 1. List of the documents in Technical part: **Form 9.** | |
| 1. Bidder’s Qualification Data; **Form 1** | |
| 1. Bid cover letter: **Form 2** | |
| 1. Technical proposal: **Form 3** | |
| 1. Schedule of deliveries: **Form 5** | |
| 1. Bid Bond – ***not required for this tender****.* | |
| 1. Parent Company's Guarantee: ***not required for this tender****.* | |
| 1. Business Partner Questionnaire: ***not required for this tender****.* | |
| 1. Documents confirming the relations between the Bidder and its subcontractor/s engaged for the performance of services, which are the subject of the Tender, including copies of licenses, certificates and other permitting documents of the subcontractors - ***not required for this tender***. | |
| 1. Copies of certificates, permits and licenses necessary for performance of services, which are the subject of the Tender: **Form 1.** | |
| 1. An original Power of Attorney issued to the person which has signed Title Page (**Form 6**) permitting such person (in cases when it is not company’s manager) to undertake obligations on behalf of Bidder. | |
| 1. A copy of Bidder’s registration certificate as a legal body and/or a copy of the Consortium Agreement if Bidder is one: **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 or an analogous document that Bidder has not been declared bankrupt and no bankruptcy proceedings have been opened against it: **Form 1.** | |
| 1. A certificate by Registry Agency or an analogous document that Bidder has not been declared to be in liquidation and that no liquidation proceedings have been opened against it: **Form 1.** | |
| **Notes:** If Bidder is a part of a consortium, the above documents under p. 9, 10, 11, 13, 14, 15 shall be provided for each partner separately. The documents under the rest of the points 1, 2, 3, 4, 5, 6, 8 and 12 shall be provided by the head office on behalf of all the members of the consortium. | |
| **Commercial part:** | |
| 1. List of the documents in Commercial part: **Form 9.** | |
| 1. Title Page of the Bid: **Form 6.** | |
| 1. Commercial (priced) proposal: **Form 7.** | |