

Wrocław, 27.11.2017

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Request for quotation

Subject of inquiry:

Delivery of 2 pieces of flowmeters.

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1. GENERAL INFORMATION

Purpose of this RFQ is to find potential suppliers for **2 flowmeters: 1 piece dedicated for fluid phosphate ester (Skydrol®) and 1 piece dedicated for fluid compliant to MIL PRF 83282**. A detailed specification of the delivery scope is presented in this document. Purchase order will be sent to the Tenderer that will provide most attractive offer signed by authorized person.

This tendering process is conducted in accordance with the competition rules described in the guidelines on the eligibility of expenditure under the European Regional Development Fund, the European Social Fund and Cohesion Fund 2014-2020.

Ordering Party:

UTC Aerospace Systems Wrocław Sp. z o.o.

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2. DESCRIPTION OF THE SUBJECT OF THE ORDER

CPV code and name are: **3842110-6 “Flowmeters”**.

The original RFQ can be found at website under link: http://www.utas.pl/wroclaw/pl/zapytania_ofertowe_kategorie under **POZOSTAŁE ZAPYTANIA OFERTOWE**.

Subject of the order is delivery of 1 piece of flowmeters dedicated for Skydrol® and 1 piece dedicated for fluid compliant to MIL PRF 83282, with calibration certificates for each one. Requirements for the subject of the order are listed in the “Table of Technical requirements for the subject of the order” which can be found below.

Table 1. Technical requirements for the subject of the order

A. Technical requirements – type 1		Fulfilled*	Point weight	Not fulfilled*	Comments
A.1.	Quantity: 1 piece, dedicated for fluid compliant with MIL PRF 83282		mandatory		
A.2.	Range for flowmeter : 0...50 lpm or as close as possible (but not less than 50 lpm). Specify what is the range		3		
A.3.	Pressure: 0 ... 350 bar or higher. Specify what is the range		mandatory		
A.4.	Temperature range for fluid: -55 °C ... +135 °C or as wide as possible. Specify what is the range		5		
A.5.	Temperature range for ambient: -55 °C ... +150 °C or as wide as possible. Specify what is the range		5		

A.6.	Output signal from transducer: 0 ... 10V		mandatory		
A.7.	Basic accuracy (including nonlinearity and hysteresis): 2% full scale or better		3		
A.8.	No temperature impact for the accuracy of reading ** If yes, specify how is it achieved		5		
A.9.	Threaded connector: standard G (BSPP) or another. Specify what is threaded connector		2		
A.10.	Calibration certificate for each transducer: min. in 5 points, with measurement uncertainty for the viscosity 14 cSt \pm 1 cSt or as close as possible. Calibration not earlier than in October 2017.		5		
A.11.	Price		10		
B. Technical requirement – type 2		Fulfilled*	Point weight	Not fulfilled*	Comments
B.1.	Quantity: 1 piece, dedicated for fluid Skydrol®		mandatory		
B.2.	Range for flowmeter : 0 ...170 lpm or as close as possible (but not less than 170 lpm). Specify what is the range		3		
B.3.	Pressure range for both flowmeters: 0 ... 350 bar or higher. Specify what is the range		mandatory		
B.4.	Temperature range for fluid: -55 °C ... +135 °C or as wide as possible. Specify what is the range		5		
B.5.	Temperature range for ambient: -55 °C ... +150 °C or as wide as possible. Specify what is the range		5		
B.6.	Output signal from transducer: 0 ... 10V		mandatory		
B.7.	Basic accuracy (including nonlinearity and hysteresis): 2% full scale or better		3		
B.8.	No temperature impact for the accuracy of reading ** If yes. specify how is it achieved		5		
B.9.	Threaded connector: standard G (BSPP) or another. Specify what is threaded connector		2		
B.10.	Calibration certificate for each transducer: min. in 5 points, with measurement uncertainty for the viscosity 11cSt \pm 1 cSt or as close as possible. Calibration not earlier than in October 2017		5		
B.11.	Price		10		

* It is necessary to write down the „x” mark in corresponding field, depending on fulfilment or not of the function in offered flowmeters. If requirements is fulfilled partially – please comment

** “No temperature impact for the accuracy of reading” means that temperature of medium or ambient will not cause additional error during measurement. In detail, it can be achieved by construction and the material of the product or by additional temperature sensor or by possibility to implement in the transducer characteristic about temperature conditions during measurement. Specify, how is it achieved

All correspondence should be addressed to Mrs. Agnieszka Śliwka via e-mail to agnieszka.sliwka@utas.utc.com. Offers submitted in the tendering process will be considered as confidential business information.

Technical questions:

All technical questions regarding the subject of the order shall be delivered to Mrs. Agnieszka Śliwka via email to: agnieszka.sliwka@utas.utc.com. The Tenderers can submit technical questions regarding the subject of the order or the tendering process until **7th December 2017**. The Ordering Party will answer the questions from Tenderers until **11th December 2017**.

Time of the offer submission:

The offers shall be submitted from **27th November 2017** to **15th December 2017, 2:00 PM** (Central European Time) at the latest. The offer is considered as submitted in time, if it reaches the ordering party until the time specified above. If the offer is submitted via email the ordering party will immediately confirm its reception. The offer that is submitted after the time specified in point 3.1 will be returned to the tenderer with the endorsement that the offer was submitted too late.

Order delivery date:

The order will be realized immediately upon completion of this request for quotation procedure and sending of purchase order. The maximum time for delivery of the transducers to UTC Aerospace Systems Wrocław is **12 weeks** from the date of the purchase order sending (not later than **30.06.2018**). The warranty period should be counted from delivery of the subject of the order to UTC Aerospace Systems Wrocław.

Delivery place:

Tenderer is obligated to deliver the subject of the order to UTC Aerospace Systems Wrocław Sp. z o. o. The address is: 65-67 Bierutowska, Wrocław 51-317.

3. CRITERIA FOR OFFER ASSESSMENT

Formal assessment will be made based on review of table completed by the tenderer **“Table of Technical requirements for the subject of the order”**.

The table “Table of Technical requirements for the subject of the order” includes requirements for the subject of the order. If any requirement cannot be met, or can be met only partially, it is demanded to mark it in the table and define how much this requirement can be met.

The offers shall be assessed on base of the point scales. If the requirement is completely fulfilled the tenderer scores the maximum number of points which is defined in area “the point scales”. If tenderer doesn’t completely fulfill the requirement or deviates from described parameters points will be awarded proportionally to the parameters which are offered by the other tenderers. For some requirements the point scales are specified as an “mandatory” – it means that such a requirement shall be met absolutely. The offers that do not meet an obligatory requirement will be rejected.

The offer that scores the highest number of points shall be found as the most beneficial. The maximum score that can be achieved in this tendering process is **76 points**. UTC Aerospace Systems Wrocław reserves the right to verify the data presented by the tenderer.

4. CONDITIONS FOR PARTICIPATING IN THE TENDERING PROCESS

In order to participate in the tendering process the tenderer shall:

- be in economic and financial situation which allows tenderer to deliver the subject of the order. The ordering party shall admit that the tenderer meets this requirement if the tenderer provides a declaration of meeting of this requirement using the template below;
- present insurance policy for business activity for at least **1.000.000,00 PLN** or equivalent of this value in different currency and is obligated to maintain this insurance policy during the whole period of the order completion. The ordering party shall admit the tenderer meets this requirement if the tenderer delivers the offer with **a copy of the insurance policy**.

Additional conditions to participate in the tendering process:

- each tenderer may submit only one offer;
- the cost of preparation and delivery of the offer is covered by the tenderer;
- it is not permitted to submit a variant offer;
- the ordering party allows technical consultations during the tendering process for all tenderers;
- offers submitted in the tendering process are company secret;
- the tenderer is bound to keep open his tender until the tendering process finishes.

Form of the offer:

The offer shall include:

- a) the date of the offer submission;
 - b) name, address and register data of the tenderer with individual contact information;
 - c) value of the offer with and without taxes;
 - d) payment terms;
 - e) delivery time of the subject of the order;
 - f) validity of the offer, not shorter than 60 calendar days;
 - g) the offer shall be signed by authorized person according to the rules of representation of the tenderer which are revealed in appropriate register or based on proper power of attorney;
 - h) completed "Table of Technical requirements for the subject of the order";**
 - i) statements about:**
 - **lack of interconnection between entities cooperating,**
 - **fulfilling of the condition described in point 8.1a),**
 - **compliance with Code of Conduct for Suppliers of UTC which is available on the website: <http://www.utc.com/Suppliers/Documents/Code%20of%20Conduct/Polish.pdf>**
- using the templates that can be found below.

The complete offer shall be submitted in a form that prevents from being disassembled by accident. All pages of the offer shall be numbered. Pages including information which is not required by the ordering party do not have to be numbered (advertisement, leaflets, etc.). Offer should be as detailed as possible. All deletions and changes made by tenderer to the pre-typed text must be initialed by the person(s) signing the offer. The offer shall be presented in original or notarized certified copy of the document only if the document delivered by the tenderer to the ordering party is illegible or the ordering party has reasonable doubts regarding its authenticity or cannot verify its authenticity otherwise.

Processing of the offers:

The ordering party may ask tenderer to provide explanations concerning the offer to clarify whether the offer meets the requirements. It may be organized in a form of meeting, teleconference or via email. The results of meeting or teleconference shall be resumed in a written form.

The ordering party evaluates the offers according to criteria for evaluation of the offers for the offers that were not rejected due to formal reasons. After the evaluation of the offers a supplier selection protocol will be prepared.

Templates:

[Company stamp]

Declarations

Acting in the name and on behalf of the tenderer (register data of the tenderer):

Name:

Address:

further: "Company"

we submit the following declaration:

DECLARATION OF LACK OF FINANCIAL AND PERSONAL CONNECTIONS WITH THE ORDERING PARTY

We declare that we are not connected with the ordering party personally and financially, it means:

we are not connected with the ordering party or people who are authorized to sign commitments on behalf of the ordering party or people who execute on behalf of the ordering party activities related to preparation and evaluation of the tenderer selection. Connections refer to the activities listed below:

- a) participating in the company as an equity partner;
- b) possessing of at least 10% of shares or stocks;
- c) acting as a member of the supervisory body or management body or representative;
- d) arising from marriage, family relationship or lineal affinity or second-degree relationship or affinity.

.....
Date and place

.....
Signature of an authorized person to represent the tenderer

DECLARATION OF THE ECONOMIC AND FINANCIAL SITUATION

We declare that:

Financial and economic situation of our company ensures proper execution of the subject of the order as described in our offer.

.....
Date and place

.....
Signature of an authorized person to represent
the tenderer

DECLARATION OF COMPLIANCE WITH CODE OF CONDUCT FOR SUPPLIERS OF UTC

We declare and guarantee that:

1. None of our officials, employees or representatives have either given or promised neither money, nor gifts or reward directly or indirectly to UTC Aerospace Systems Wrocław and to none of UTC employees in order to have favorable treatment in this tendering process, and none of our officials, employees or representatives have never received this kind of encouragement in a prohibited manner from our subcontractors related to this tendering process organized by UTC Aerospace Systems Wrocław.
2. None of economic advantages, gifts, donations, monetary amount or anything else that is valuable shall not be paid, offered, given or promised by us or our subcontractors during the tendering process or during the time of the contract execution, as well as we will not strive for material benefits mentioned above directly or indirectly from any entity of the administration or autonomy or another entity, if it is prohibited by the provisions of the UTC Code of Conduct or by the provisions of common law.
3. We are obligated to respect the rules described in the UTC Code of Conduct.

.....
Date and place

.....
Signature of the authorized person to represent
the tenderer

5. PLACE OF THE OFFER SUBMISSION AND OPENING

The offers shall be submitted via email to address: agnieszka.sliwka@utas.utc.com, by post or by courier to the address:

UTC Aerospace Systems Wrocław sp. z o.o.
Dział Zakupów
Agnieszka Śliwka
ul. Bierutowska 65-67
51-317 Wrocław

or personally under this address.

6. OFFER CHANGE CONDITIONS

Offer rejection:

The ordering party rejects the offer if:

- the offer doesn't meet the requirements of the tendering process, doesn't contain the elements indicated in the point number 6 or is prepared in incomprehensible way that doesn't allow to make an assessment;
- the offer is submitted unfairly in meaning of the EU Competition Law;
- the price is lower or higher more than 40% in comparison to arithmetic average of all the prices of the offers and the tenderer does not submit an explanation in order to specify the reason of it, or if the explanation provided will confirm that the price is inappropriate;
- the offer is submitted by a tenderer that is excluded from the tendering process.

Tendering process cancellation:

The ordering party reserves the right to cancel the tendering process if:

- all the offers were rejected because of reasons specified above;
- the price of the most attractive offer or the lowest price of the offers exceeds the amount of money that the ordering party intends to spend on the subject of the order;
- the tendering process is defective in some way that results in the inability to sign the contract in agreement with EU Regional Operational Program or internal UTC Corporation requirements.

In case of the annulment of the tendering process the tenderers are not entitled to receive reimbursement for the participation in the tendering process, particularly because of the offer preparation.

7. EXCLUSIONS

The ordering party shall exclude a tenderer from the tendering process that is connected personally or financially with the ordering party. Personal or financial connections means that there are interrelationships between the ordering party or people who are authorized to commit liabilities on behalf of the ordering party or people who execute on behalf of the ordering party activities connected with tenderer selection and the tender, especially by:

- participating in company as the company partner or in the form of partnership,

- possessing of at least 10% of shares of the company unless lower level is specified by the law or was defined by the managing authority of the Program on the eligibility of expenditure under European Regional Development Fund, the European Social Fund and Cohesion Fund 2014-2020,
- acting as a member of the supervisory or managing body, attorney or representative of the company,
- arising from marriage, family relationship or lineal affinity or second-degree relationship or affinity.

The ordering party shall exclude a tenderer from the tendering process that:

- submits unreal information that have influence or may have influence on results of the tendering process;
- doesn't meet requirements of participating in the tendering process;
- has a relation with the ordering party or is dependent on the ordering party,

The offer of a tenderer that is excluded from the tendering process is automatically rejected.

The ordering party shall notify the tenderers that were excluded from the tendering process or whose offer was rejected, stating factual reasons.