



11.05.2015

**REQUEST FOR QUOTATION NO. PLCRC/2830700/06/1740/2015**

**I. Buyer information:**

ABB Sp. z o.o., with its registered office in Warsaw; address: Warszawa (04-713), Żegańska Str. 1, entered in the Register of Entrepreneurs maintained by the District Court for the Capital City of Warsaw, 13th Commercial Division of the National Court Register, under KRS number 0000004745, share capital of PLN 350,655,734.00; Tax Identification Number (NIP) 526-030-44-84; Statistical Identification Number (REGON): 010017168,

Address:

ABB Sp. z o.o.  
1 Zeganska St.  
04-713 Warsaw  
VAT PL526-030-44-84  
Tel. +48 12 42 44 100  
Fax. +48 12 42 44 101

**II. Description of item requirements:** HV Standard Capacitor for measurement of dielectric loss factor (tan  $\delta$ ) & capacitance of insulants under AC High Voltage.

**1. Specification:**

HV Standard Capacitor for measurement of dielectric loss factor (tan  $\delta$ ) & capacitance of insulants under AC High Voltage:

- Reference capacitor 100 pF
- Rated voltage RMS 30 kV
- Capacitor must provide the ability to tan  $\delta$  measurement with an accuracy of at least  $1 \times 10^{-5}$
- PD level  $\leq 2$  pC
- Capacitor weight up to 12 kg
- Warranty minimum 24 months
- Protection case for the system for transportation purposes

**2. The Buyer does not accept bids for used items.**

**3. The Buyer does not accept partial bids.**

**4. The bid can be delivered by person conducting a business registered in CEIDG or by company. The bid cannot be delivered by consortium, holding company or a group of economic operators which are not a legal person.**

**5. The bid shall include:**

- The name, address, contact phone number and e-mail contact information of the Bidder,
- Date of bid submission,
- Net unit price for the each item,
- Delivery terms,
- The validity start and end date of the offer,
- Cost of transport,
- Payment terms – not shorter than first Wednesday after 30 days from the invoice issue.

**6. The Buyer may reject the bid if:**

- The bid is delivered after submission date,



- The content of the bid is not consistent with the description,
- The bid contains an abnormally low price,
- Other reasons.

**7. The bid validity**

The bid shall be valid minimum until 31.05.2015.

**8. Bids submission:**

The bids are to be sent to: [joanna.jakubek@pl.abb.com](mailto:joanna.jakubek@pl.abb.com)

**9. Deadline for sending the initial offer.**

15.05.2015 (including)

**10. Deadline for sending the final offer (after negotiations).**

19.05.2015 (including)

**11. Bid evaluation**

Evaluation of submissions will be carried out as a two-step process.

- The preliminary review will evaluate the level of compliance with the stated requirements.
- The second review, (following bid update or negotiation) will select tenders which achieve the biggest number of points in accordance with the criteria. In cases where only one or two bids will be submitted, the Buyer reserves the right to invite them for negotiations.

All of the criteria remain the same during the whole process.

**12. The bids will be evaluated and weighted as follows:**

- The lowest price – 100%

**13. Bid response by the Buyer:**

The Bidder will be informed whether her/his offer has won by e-mail.

**14. Contact person:**

For more technical information please contact Rafał Ziemiński at e-mail: [rafal.ziemski@pl.abb.com](mailto:rafal.ziemski@pl.abb.com).

**15. The subject matter of the Agreement shall be executed in accordance with the agreed lump-sum settlement of the remuneration.**

**16. The Buyer reserves the right to change the details of the bid request, no later than the required date of submission for initial requests.**

**III. Requirements for Suppliers:**

The bid submittal can only be from suppliers / contractors who:

- have the authority, the necessary knowledge, experience and technical capacity, as well as resources to fulfill the bid requirements,
- are in a situation of economic and financial capacity,
- submit the bid with the required documents, statements, attachments and certificates,
- will be responsible for the quality and compliance with all the technical provisions specified,
- commit to carry out the work / service in accordance with the requirements of applicable Health and Safety and Environmental Protection Laws and have all appropriate permits and accreditations.

**IV. Additional information:**

- The Bidder bears their own costs and all risks associated with the preparation and submission of the bid.
- ABB reserves the right to change terms, rescind or cancel the procedure at any stage without giving reasons.
- ABB reserves the right until, the deadline for submission of bids, to make changes to the requirements, and commits as such to inform parties affected by such a change,
- ABB reserves the right to accept the whole or any part of the bid



- ABB reserves the right to negotiate with bidders.
- The entire process is conducted in accordance with procedures of ABB Sp. z o.o. – Public Procurement Law is not applicable
- Buyer can cancel the procedure at any time without giving reasons.
- Buyer rejects the possibility of concluding an agreement by the omission.
- This procedure does not cause for any entity submitting a bid exclusive rights to negotiate contract terms
- ABB reserves the right to no settlement of offer selection, without giving reasons,
- Each of the parties at any stage of the negotiations has the right to submit a written statement of the completion of negotiations without giving reasons.
- To avoid a doubt, ABB Sp. z o.o. declares that this procedure does not constitute a commitment or claims to conclude of any contract and the payment of compensation in case of no conclusion.
- The Bidder and ABB Sp z o.o. are obliged to confidentiality, for an indefinite period, in relation to the information obtained during the proceedings and negotiations in order to conclude the contract.
- This RFQ is an invitation to send a bid
- The bids will not be sent back.
- The Bidder accepts ABB General Terms and Conditions for Purchase of Goods.

**Current RFQs can be tracked at:**

**<http://new.abb.com/pl/o-nas/technologie/korporacyjne-centrum-badawcze-abb/grant-unii-europejskiej>**

Thank you and best regards,  
Joanna Jakubek  
[joanna.jakubek@pl.abb.com](mailto:joanna.jakubek@pl.abb.com)