



Tender Documents

Name of the Tender (hereinafter referred to as "Tender"):

„ Subsurface safety valves 2021“

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NAFTA a.s., Votrubova 1, 821 09 Bratislava

A. INSTRUCTIONS FOR BIDDERS

A.1 GENERAL INSTRUCTIONS

A.1.1 Identification of the Tender Contracting Authority:

Name of the organization:	NAFTA a.s.
COMPANY ID No.:	36 286 192
VAT ID No.:	SK2022146599
Company registered office:	Votrubova 1, 821 09 Bratislava
Registered in:	Commercial Register of the District Court Bratislava I, Section Sa, File No. 4837/B
Country:	the Slovak Republic
Correspondence address:	NAFTA a.s. Votrubova 1 821 09 Bratislava Slovakia

Contact person of the tender Contracting Authority: Mrs. Lujza Kimličková

E-mail: lujza.kimlickova@nafta.sk

Phone: +421 2 40 24 25 63

Internet site: www.nafta.sk

NAFTA's purchasing portal: <https://nafta.1803sw.com>

A.1.2 Subject of the Tender:

The subject of the Tender is delivery of the following material:

- Delivery of Tubing Retrievable Surface Controlled Subsurface Safety Valve with accessories,
- Related documentation and certificates,

For company: NAFTA a.s

Detailed specification is providing in the Tender Documents Annex 1.

A.1.3 Type of contract

Purchase contract.



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A.1.4 Place and date of delivery

The places of delivery is:

1. the warehouse (DDP Plavecký Štvrtok): NAFTA a.s., Plavecký Štvrtok 900, 900 68 Plavecký Štvrtok, Slovakia.

Estimated date of delivery: 31.3.2021

A.1.5 Schedule of the tender

1st Round - The bidders shall submit Price proposal and Document part to ~~18.9.2020~~ **24.9.2020, 10:00 a.m.**

2nd Round – Technical negotiation, Price proposal negotiation, actualization of the bid. The bidder will be invited to submit or to update their Price.

The Contracting Authority reserves the right to invite the bidders to update the final proposal in the form of electronic auction.

More information about process and conditions of the electronic auction will be communicated to the applicant at least two working days in advance.

The Contracting Authority reserves the right to negotiate the proposal with the bidder in several consecutive rounds with the possibility to invite bidders to submit the updated price proposal after each round of negotiations.

The Contracting Authority reserves the right to restrict the number of bidders after submission of proposals and to invite the bidders determined in this way to individual negotiations about the contract terms and conditions.

A.1.6 Evaluation of proposals

Only proposals from bidders submitted in the manner and by the date pursuant to the tender call shall be evaluated.

A.1.7 Explanation and communication

Any communication and provision of information among the Contracting Authorities and bidders shall be carried out in writing or electronically through NAFTA's purchasing portal: <https://nafta.1803sw.com>

A.2 INSTRUCTIONS FOR THE PREPARATION OF THE PROPOSAL

A.2.1 Content of the proposal

The bidders will submit their bids so that they will insert the documents and price bid on individual items in the NAFTA's purchasing portal: <https://nafta.1803sw.com>,

to the Tender **Nr. [810] Subsurface safety valves 2021**



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A.2.2 Execution of the proposal

The bidder may submit only one proposal.

The proposal shall be executed for the entire subject of the Tender in the Slovak or Czech or English language.

A.2.3 Validity of the proposal

The minimum validity of the proposal shall be **by 31.3.2021**.

A.2.4 Variant solution

Submission of the variant solution is not allowed.

A.3 SUBMISSION OF PROPOSAL

A.3.1 Place and date of the proposal submission

The proposals shall be insert to the NAFTA's purchasing portal.

The bidder have to be logged in the NAFTA's purchasing portal (based on the email, which invited him to participate in the Tender or directly without invitation).

The web site of the NAFTA's purchasing portal: **<https://nafta.1803sw.com>**

Attentions:

It is necessary to respect the requirements for separation the technical part from the price part.

We require you to place the bid on individual items by name.

The period shall expire: ~~18.9.2020~~ **24.9.2020; 10:00 a.m.**

The proposals delivered after this deadline shall not be accept by Contracting Authority.

B. CONDITIONS OF PARTICIPATION

B.1 ECONOMIC, FINANCIAL AND TECHNICAL COMPETENCIES

The bidder is proving economic, financial and technical competencies by submission of the documents asked in the items of the NAFTA's purchasing portal.

C. PRICE PROPOSAL, INVOICING, WARRANTY

C.1 METHOD FOR PRICE CALCULATION

1. The bidder shall propose the price in EUR.,

The bidder proposes the price for the subject of the purchase in the form of filling out the tables in the annex:



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- a) Specification (Annex 1) - proposed price excl. VAT
2. The bidder shall include all and any costs incurred in regard to the delivery of the subject of the Tender in the price.
3. The committee for the proposal evaluation may ask the bidder for clarification and justification of appropriateness of the proposed unit price.

C.2 INVOICING

Contracting authority shall not provide advance payments.

The invoice maturity is within 60 days from the date of the invoice delivery to the registered office of the Contracting Authority.

C.3 WARRANTY

Contracting Authority requires the warranty period for minimum 24 months from the takeover date of the delivery.

D. SUPPLEMENTARY CONDITIONS AND PROVISIONS

1. The tender documents shall be provided by the Contracting Authority free of charge.
2. The bidder shall not be entitled to compensation of costs related to the participation in the Tender.
3. Within the proposal evaluation the Contracting Authority shall reserve the right to ask the bidders for explanation of the proposal or to verify some data and facts mentioned in the proposal.
4. No contractual relationship shall arise by the Tender closing and announcement of the Tender result.
5. In case the contractual relationship shall not arise with the winning bidder, the Contracting Authority reserves the right to accept the bid of another bidder or continue the negotiation process with another bidder / bidders. Such consecutive negotiations or related communication shall not be considered as rejection of original proposal and the Contracting Authority reserves the right to accept anytime during the negotiations such proposal.
6. The Contracting Authority shall be entitled to select a proposal which is the most suitable while it shall not be obliged to inform on reasons of its decision. It shall also be entitled to refuse all submitted proposals.
7. The tender documents shall be subject to the trade secret without any time restriction.

E. LIST OF ANNEXES

Annex No. 1 - Specification Subsurface Safety Valve NAFTA a.s