Kraków, 28th April 2017

REQUEST FOR QUOTATION No 28 04 2017 G

for a delivery of compounds

as a part of the project titled "Development of innovative immunotherapy of solid tumors targeting immunosuppressive tumor microenvironment" co-financed by the European Union Funds under Measure 1.1.1 "*Industrial research and development work carried out by enterprises"* of the OPERATIONAL PROGRAMME SMART GROWTH 2014-2020

I. ORDERING PARTY:

Selvita S.A.
Ul. Bobrzyńskiego 14
30-348 Kraków
VAT EU: 679 29 42 955

II. DESCRIPTION OF THE ORDER:

1. Vendor should make an offer for objects presented in the attachment named **Selvita28042017G_4AB**.

Buyer reserves the right to purchase different quantity of the product than stated in the query.

1.1. Other requirements:
   a. **delivery time** - within **28 calendar days.** If range of time given, the upper value will be considered.
   b. **offer validity period (in calendar days)** – at least **30 calendar days**.

In the absence of information about the above requirements (clause 1.1.), Ordering Party assumes that they comply with the requirements indicated in RFQ.

2. CPV code: 33696300-8.
3. It is possible/~~not possible~~ to make an offer for a part of an order.
4. It is ~~possible~~/not possible to make a variant offer.

III. CONDITIONS FOR PARTICIPATION IN THE PROCEEDINGS:

1. Excluded from the proceedings shall be those Contractors who are personally or equity related to the Ordering Party.*

IV. DESCRIPTION FOR PREPARING OFFERS:

1. The Contractor should make the offer in Polish or English.
2. The offer have to:
   - **Include the full name of a Contractor and contact details**.
   - **Include date of the offer/submission date** (In the absence of the date of issue on the tenders submitted by e-mail, date of receipt will be equivalent to the issue of the offer).

- **Include price for order** (without VAT/TAX).
  (The Ordering Party accepts the tenders with prices given in different currency, however, for the purposes of comparing the tenders, the tender price in a foreign currency, for example EUR, will be converted into PLN using the exchange rate given in the Average Exchange Rate Table of the National Bank of Poland (NBP) (available at the NBP official Internet site: http://www.nbp.pl/) valid for the date of the tender evaluation. To avoid any doubts, the tender prices in PLN will be used only for comparing the tenders and for awarding scores; all settlements with the Contractor will be in the currency of the offer.)
- **Include product description (eg. name, catalog number, etc.) and the information about other requirements referred to in clause 1.1, Part II** (if required).
- **Include all the required attachments, indicated in Part III** (if required)
- **In contacts with the Ordering Party mention the reference number: 28 04 2017 G.**

A lack of any of the above mentioned items will result in rejection of the tender for formal reasons.

V. EVALUATION OF OFFERS:

The Ordering Party will evaluate valid tenders based on the following criteria:

1. Criterion admitting the tenders for further evaluation:
   - timely submission of the tender;
   - preparation of the tender in accordance with the requirements set out in part IV**;**
   - range of functionalities of offered product must comply with the requirements set out in Part II.
2. Criterion for assessing tenders:
   - Price: 100%

3. Method of assessment:
   - The Ordering Party will select the offer with the lowest price among the offers complying with the requirements of the proceedings.

In the case of the same prices from at least two Contractors, the Ordering Party shall appoint the following parameters - firstly delivery date, and in the absence of a settlement the Contractors will be called to re-present the prices.

At the request of the Contractors summary report of the bids will be presented, in which the price will be recalculated according to the following rule:

- the lowest of the offered price - 10 points;
- the highest of the offered price - 0 point;
- others: 10 - (offered price / highest offered price) * 10 points.

VI. DEADLINE OF THE DELIVERY

Delivery time should be not later than within **28 calendar days** after order submission.

VII. PLACE AND THE DEADLINE FOR SUBMISSION OF OFFERS:

1. The offer must be submitted by **8th May 2017** by the end of the day (23:59 CET).

2. Offer with required attachments must be sent to the e-mail address: tenders@selvita.com, by courier or delivered personally to Selvita S.A., ul. Bobrzyńskiego 14, 30-348 Kraków, within deadline set out in clause 1, part VII.
3. Offers received after the deadline will not be taken into consideration. Decisive will be the date and the time of receipt of the offer by Ordering Party.
4. Contractors may - prior to the deadline for submission of tenders - change or withdraw the offer.
5. In the course of comparison and evaluation of offers the Ordering Party may require Contractors to present explanations concerning the content of submitted bids.
6. Inquiry is published on the following websites:
   - www.selvita.com/pl

VIII. INFORMATION ABOUT THE SELECTION OF BEST OFFER

All Contractors will be notified per e-mail (to E-mail address which the offer was sent or to E-mail address indicated in the offer) about selecting the best bid.

IX. AGREEMENT CONCLUSION

The tenderer whose tender is assessed the best shall be obliged to conclude an agreement with the Ordering Party within **14 calendar days** of the date the draft agreement have been sent or immediately after the Ordering Party obtaining the consent from the National Research and Development Centre (if such approval is required). If the Contractor whose tender won evades from concluding the agreement the Ordering Party may choose the best tender from among the remaining tenders.

X. ADDITIONAL INFORMATION

1. The Ordering Party reserves the right to change the content of this request. If the changes can affect the content of tenders submitted in the procedure, the Ordering Party shall extend the tender submission deadline. Any changes made shall be provided promptly to all tenderers to which the request was sent and shall be binding on them.

2. The Ordering Party allows the possibility of granting an order on terms insignificantly different from specified in the query when all the received tenders differ from specification appearing in the query in the same way, and these changes are insignificant and do not affect the proper conduct of the project research, ie.:

- there is incomplete coherence of the product with a description specified in query (eg. purity, form, etc.);
- there is incomplete coherence of the conditions for participation in the proceedings with the conditions set out in the request for proposals contained in paragraphs. 1.1, section II.

3. The Ordering Party reserves the right to cancel this procedure without providing reasons, change the number of products ordered in relation to the number specified in this RFQ and also to complete the procedure without choosing the winning tender.

For further information please contact with Aleksandra Mazgala via e-mail tenders@selvita.com.

* Equity or personal relationship is understood as relations between the Ordering Party or individuals authorized to take commitments on behalf of the Ordering Party or those acting on behalf of the Ordering Party in order to prepare and implement the contractor selection procedure, and the Contractor, including in particular:

1) being a partner to civil law partnership or commercial law partnership;
2) holding at least 10% of shares;
3) being a member of a supervisory or management corporate body, a holder of general commercial power of attorney, an authorized representative;
4) being married to, being in direct consanguinity or affinity, second-degree consanguinity or affinity of the second degree collaterally or by adoption or guardianship.